



**Board of Riley County
Commissioners
Regular Meeting
Agenda
May 18, 2026**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

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

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

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

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Tax Roll Corrections
2. Mobile Device Reimbursement Request Form

Review Minutes

3. Board of Riley County Commissioners - Regular Meeting - May 14, 2026 8:30 AM

Review Tentative Agenda

4. Tentative Agenda

Press Conference Topics

9:00 AM

Amanda Webb, Planning/Special Projects Director

5. East Manhattan Gateway Future Land Use Map Amendment

9:15 AM

Jacob Hansen, County Counselor

6. Administrative Work Session
7. Staff Update

9:30 AM

Press Conference

8. AG use maps mailed May 15th - Anna Burson (2 minutes)
9. Public Notice - Evan McMillan (1 minute)

9:35 AM

David Adams, Interim Health Department Director

10. Memorandum of Agreement with Ft. Riley
11. FFY27 WIC Budget Application

9:55 AM

David Adams, Emergency Services Director

12. Position Descriptions for EMS Division Chief and Deputy Chief

10:05 AM Jacob Hansen, County Counselor

- 13. Executive session to discuss personnel matters of non-elected personnel

10:25 AM Michael Hawthorne, Assistant County Counselor

- 14. Data Center and Battery Energy Storage System (BESS) Moratorium

12:00 PM Law Enforcement Agency Meeting

- 15. Law Board Agenda Packet

Adjournment

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



County Clerk and Elections
Tax Roll Correction

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

COMMISSION AGENDA REPORT

FROM: Joseph Godown, Real Estate Specialist
MEETING: May 18, 2026
SUBJECT: Tax Roll Corrections
PRESENTER: Rich Vargo, Clerk

BACKGROUND

These are Tax Roll Corrections from an incorrect taxing unit for 2025.

DISCUSSION

N/A

FISCAL IMPACT

N/A

RECOMMENDATION(S)

N/A

POSSIBLE MOTION(S)

Move to approve the Tax Roll Corrections.

Move to deny

Move to table

ENCLOSURES:

Corrections to Tax Roll

TAX ROLL CORRECTION
REAL ESTATE

Printed by JGODOWN 2026/05/13 15:25:33

Taxpayer ID BOAR0008
Owner ID BOAR0008

Control # 2026000184

Tax Year 2025
Tract # R311140

BOARD OF COUNTY COMMISSIONERS
RILEY COUNTY KANSAS
110 COURTHOUSE PLZ
MANHATTAN, KS 66502-0110

CAMA # 167-36-0-00-03-005-01-0-01
TU 120 Wildcat Township
Parcel 1082
USD 378

36-9-6 TR IN N2 OF
SW4 ALL N OF RR & S
OF HWY LESS TRS
ANDERSON AVE

APPRAISER SECTION (Value) 2026/05/13 JGODOWN APPROVED

Appraised Prior to Correction:				Appraised After Correction:				Net Change
CL	Land	Imp	Total	CL	Land	Imp	Total	
EO	8690		8690	EO	39740		39740	31050
Total	8690		8690	Total	39740		39740	31050
Assessed Prior to Correction:				Assessed After Correction:				Net Change
EO	Land	Imp	Total	EO	Land	Imp	Total	
EO	8690		8690	EO				8690-
Total	8690		8690	Total				
SB41				SB41				

Tax Prior to Correction:			Tax After Correction:			Net Change
Levy	Gen Tax	SB41 \$	Levy	Gen Tax	SB41 \$	
115.63200			115.63200			
SB41 Tax Dollars			SB41 Tax Dollars			

TREASURER SECTION (Summary)

Net Change in Assessed Value (no SB41 influence)		Type of Correction INCREASE
Applicable Mill Levy	115.63200	Correction Code CO C.O.T.A./OTHER Rate 6.00%
Net Change in Levied Tax Dollars		Tax Statement # 10326
Net Change in SB41 Exemption		Comments BOTA Order 2025-7861-IX to adjust exempt value
Net Change in Total Tax Dollars		Owner BOAR0008 BOARD OF COUNTY COMMISSIONERS

By order of the Board of County Commissioners of RILEY COUNTY, Kansas. (Date)

Approved by Commission: _____

Attest by County Clerk: _____

TAX ROLL CORRECTION
REAL ESTATE

Printed by JGODOWN 2026/05/13 14:33:07

Taxpayer ID CEDA0008
Owner ID CEDA0008

Control # 2026000182

Tax Year 2025
Tract # R311472

CEDARHURST OF MANHATTAN
REAL ESTATE LLC
300 HUNTER AVE
STE 200
ST LOUIS, MO 63124-2094

CAMA # 212-10-0-00-00-002-01-0-01

CEDARHURST OF
MANHATTAN
LOT 1 BLK A

TU 5 Ogden City
Parcel 296170
USD 383

Property Address 1700 BERKSHIRE CT

APPRAISER SECTION (Value) 2026/05/13 JGODOWN APPROVED

Appraised Prior to Correction:				Appraised After Correction:				Net Change
CL	Land	Imp	Total	CL	Land	Imp	Total	
AU	1160		1160	AU				1160-
Total	1160		1160	Total				1160-
Assessed Prior to Correction:				Assessed After Correction:				Net Change
CL	Land	Imp	Total	CL	Land	Imp	Total	
AU	348		348	AU				348-
Total	348		348	Total				348-
SB41				SB41				SB41

CLERK SECTION (Tax)				2026/05/13 JGODOWN ORDER PRINTED		
Tax Prior to Correction:				Net Change		
Levy 145.82000	Gen Tax	50.76		Levy 145.82000	Gen Tax	50.76-
	SB41 \$				SB41 \$	
SB41 Tax Dollars	50.76		SB41 Tax Dollars	50.76-

TREASURER SECTION (Summary)			
Net Change in Assessed Value (no SB41 influence)	348-	Type of Correction	DECREASE
Applicable Mill Levy	145.82000	Correction Code	CL CLERICAL ERROR Rate 10.00%
Net Change in Levied Tax Dollars	50.76-	Tax Statement #	11879
		Comments	Wrong Taxing Unit
Net Change in SB41 Exemption			
Net Change in Total Tax Dollars	50.76-	Owner	CEDA0008 CEDARHURST OF MANHATTAN

By order of the Board of County Commissioners of RILEY COUNTY, Kansas. (Date)

Approved by Commission: _____

Attest by County Clerk: _____



**Counselor and Administrative
Services**
Personnel

Jacob Hansen
Riley County Counselor
115 N 4th Street
3rd Floor West
Manhattan, KS 66502
785-565-6844

COMMISSION AGENDA REPORT

FROM: Michele Reid, Human Resources Manager
MEETING: May 18, 2026
SUBJECT: Mobile Device Reimbursement Request Form
PRESENTER: Michele Reid, Human Resources Manager

BACKGROUND

Riley County Mobile Device Reimbursement Request

DISCUSSION

Employees authorized to use personal devices will receive an agreed-on monthly reimbursement based on the position and estimated use of the device.

FISCAL IMPACT

Included in current year's approved personnel budget.

RECOMMENDATION(S)

To approve request for Mobile Device Reimbursement.

POSSIBLE MOTION(S)

Move to approve Mobile Reimbursement request

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

ENCLOSURES:

Mobile Device Reimbursement B Phillips

Mobile Device Reimbursement Request Form

Employee Name: Brittany Phillips
Job Title: Budget & Finance Officer Department: Clerk
Cell Phone Number: 7854666715
Reimbursement Amount: \$25 \$40 \$65 Data Enabled (BOCC approval needed)

Employee Certification and Signature: I certify my position will require the use of my portable communication device that the county is reimbursing me for my expense. I will promptly report any changes in the level of those business use expenses to my Supervisor. I further certify that I have read, understood, and intend to comply with Riley County's Portable Mobile Device Policy.

Employee Signature: Brittany Phillips Date: 5/11/20

Supervisory Certification and Signature: I certify the requested reimbursement is needed for this employee, to cover work-related expenditures due to cell phone use, or other, as described above.

Supervisor Signature: [Signature] Date: 5-11-20

BOCC Designation: Approved Denied

BOCC Chair Signature: _____ Date: _____

Payroll Use Only

Start Date: _____

Terminate Current Monthly Allowance effective: _____



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
May 21, 2026**

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

Cindy Kabriel
785-565-6200

Commission Chambers

10:00 AM

District 1 – John Ford, Vice-Chair

District 2 – Greg McKinley, Member

District 3 – Kathryn Focke, Chair

10:00 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

Review Minutes

1. Board of Riley County Commissioners - Regular Meeting - May 18, 2026 8:30 AM

Review Tentative Agenda

2. Tentative Agenda

Press Conference Topics

10:15 AM

Brian Peete, RCPD Director

3. RCPD Update

10:30 AM

Jacob Hansen, County Counselor

4. Administrative Work Session

10:50 AM

Bob Isaac, Planner

5. Riley County Driveway Standards

11:05 AM

Jared Tremblay, Flint Hills MPO Director

6. Big Blue 2nd Connect Cost-Benefit Analysis

11:25 AM

Bob Isaac, Planner

7. Sleep Hollow Unit Two

11:35 AM

Daniel Skucius, Extension Director

8. Staff update

Adjournment

Announcements

A Legislative Appreciation Breakfast will be held today 8:00-9:30 a.m. at the DoubleTree by Hilton.

Riley County Offices will be closed Monday, May 25th due to the observance of the Memorial Day Holiday.

The Board of County Commissioners will not be in session Monday, May 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.



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
May 28, 2026**

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

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

District 1 – John Ford, Vice-Chair

District 2 – Greg McKinley, Member

District 3 – Kathryn Focke, Chair

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Agreement for Professional Services — Green Randolph Road Project G.3-9.0 - Schwab Eaton P.A.
2. Approve payroll/accounts payables (when completed)

Review Minutes

3. Board of Riley County Commissioners - Regular Meeting - May 21, 2026 8:30 AM

Review Tentative Agenda

4. Tentative Agenda

Press Conference Topics

9:00 AM

Barry Wilkerson, County Attorney

5. Staff update

9:15 AM

Jacob Hansen, County Counselor

6. Administrative Work Session

9:35 AM

Cory Meyer, IT/GIS Director

7. Staff update

9:50 AM

Megan Lewis, Community Corrections Director

8. Staff update

10:05 AM

Executive Session to discuss department head evaluation

9. Amanda Webb, Planning/Special Projects Director

10:35 AM

Liz Holle, Big Lakes Developmental Center Director

10. Big Lakes Developmental Center update

10:50 AM **Amanda Webb, Planning/Special Projects Director**
11. Public hearing for a road renaming/renumbering

11:10 AM **Anna Burson, Appraier**
12. Staff update

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.



**Planning and
Development/Environmental
Health**
Resolution

Amanda Webb
Planning & Development Director
110 Courthouse Plaza
Manhattan, KS 66502
785-537-6332

COMMISSION AGENDA REPORT

FROM: Amanda Webb, Planning/Special Projects Director

MEETING: May 18, 2026

SUBJECT: East Manhattan Gateway Future Land Use Map Amendment

PRESENTER: Ben Chmiel
City of Manhattan

BACKGROUND

DISCUSSION

The City of Manhattan proposes to amend the Manhattan Urban Area Comprehensive Plan (MUACP) Future Land Use Map (FLUM) in the Green Valley/Blue Township area to reflect changes envisioned by the East Manhattan Gateway (EMG) Vision process.

Because Riley County jointly plans with the City of Manhattan, we must adopt any changes proposed to the MUACP, even though this particular change is in Pottowatomie County.

Attached is background information on the proposal, as well as the required process the City has undertaken to have this FLUM amendment approved. The last item included in your packet is a resolution for your consideration.

FISCAL IMPACT

None.

RECOMMENDATION(S)

Staff recommends the Board of County Commissioners approve the MUACP FLUM amendment.

POSSIBLE MOTION(S)

Move to sign Resolution 051826-__ approving the City of Manhattan's proposal to amend the Manhattan Urban

Area Comprehensive Plan Future Land Use Map in the Green Valley/Blue Township area to reflect changes envisioned by the East Manhattan Gateway (EMG) Vision process

ENCLOSURES:

G_ItemB.ORD-CompPlanFLUM, 1.7823-Amnd.MUACP.FLUM-050526, 2.StaffReport, 3. MemoWork Session, 4.DraftMinutes, 5.presentation, Res. 051826-XX MHK FLUM amndmt 2026



Agenda Item Summary

City Commission – May 5, 2026

Action Item Title:

Approve Ordinance No. 7823 amending the Manhattan Urban Area Comprehensive Plan (MUACP) and the Future Land Use Map (FLUM).

Staff Contact/Department:

Stephanie Peterson, Director of Planning & Development

Executive Summary:

The Manhattan Urban Area Comprehensive Plan (MUACP), dated March 2015, was adopted by the City Commission April 7, 2015. One of the components of the MUACP is the Future Land Use Map (FLUM). As described in Chapter 3 of the MUACP, the FLUM identifies broad guidelines for land use patterns over the next 20 years.

The FLUM is being amended to reflect the land use classifications identified as part of the East Manhattan Gateway Vision. The FLUM helps to guide development and rezonings.

The MUACP amendment was considered at the April 20, 2026 Manhattan Urban Area Planning Board (MUAPB) meeting during a public hearing, passing 4–1. There were no public comments. The amended FLUM will guide future growth and land uses.

The MUACP amendment will be taken to the Riley County Board of County Commissioners (BOCC) on May 18, 2026. City staff is working with Pottawatomie County staff to identify a date for the Pottawatomie BOCC to amend its Comprehensive Plan with the same FLUM.

Strategic Plan Implementation Factor:

Goal 4: A strong sense of place

4.9 Continue corridor planning efforts.

Goal 5: A strong and diversified local economy

5.3 Attract new private businesses to the community.

Fiscal Impact:

Amending the MUACP has no financial impact.

Previous Agenda Reports:

N/A

Attachments:

1. [Ordinance No. 7823](#)
2. [MUAPB Staff Report](#)

3. [MUAPB Work Session Memo](#)
4. [Draft MUAPB Minutes](#)
5. [Presentation](#)

ORDINANCE NO. 7823

AN ORDINANCE AMENDING THE CURRENT COMPREHENSIVE PLAN FOR THE DEVELOPMENT OR REDEVELOPMENT OF THE MANHATTAN URBAN AREA AND THE CITY OF MANHATTAN, KANSAS, ENTITLED THE “MANHATTAN URBAN AREA COMPREHENSIVE PLAN, DATED MARCH 2015” BY AMENDING THE FUTURE LAND USE MAP.

WHEREAS, following a public hearing on March 2, 2015, the publication known as the “Manhattan Urban Area Comprehensive Plan, dated March 2015” (the “MUACP”) was adopted as the current comprehensive plan for the development or redevelopment of the Manhattan Urban Area and the City of Manhattan, Kansas, by the Manhattan Urban Area Planning Board (the “MUAPB”) with the adoption of MUAPB Resolution No. 030215-A; and,

WHEREAS, the MUACP was approved and adopted pursuant to K.S.A. 12-747 by the Governing Body of the City of Manhattan, Kansas, when it passed and adopted Ordinance No. 7131 on April 7, 2015; and,

WHEREAS, the MUACP, as approved and adopted by the Governing Body of the City, originally consisted of the base document, which is entitled the Manhattan Urban Area Comprehensive Plan, dated March 2015, and thirteen other separately bound documents which were incorporated into the base document at the time of its approval and adoption through Ordinance No. 7131, and subsequently through Ordinance Nos. 7170, 7269, 7280, 7326, 7589, 7613, and 7700; and,

WHEREAS, the Manhattan Urban Area Planning Board desires to amend the Manhattan Urban Area Comprehensive Plan in order to guide the development or redevelopment of the Manhattan Urban Area and the City of Manhattan, Kansas by amending the Future Land Use Map (FLUM); and,

WHEREAS, pursuant to provisions of K.S.A. 12-747, the Manhattan Urban Area Planning Board gave proper notice in the official City newspaper and held a public hearing on Monday, April 20, 2026, at which time due consideration was given to all comments and remarks relating to this amendment; and,

WHEREAS, following said public hearing, the Manhattan Urban Area Planning Board voted (4-1) to adopt MUAPB Resolution No. 042026-A, amending the MUACP by amending the FLUM; and

WHEREAS, the Governing Body of the City of Manhattan, Kansas, desires to approve and adopt by ordinance the amendment of the MUACP by amending the FLUM, in accordance with the recommendation for its approval and adoption made by the MUAPB.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF MANHATTAN, KANSAS:

Section 1. The amendment of the “Manhattan Urban Area Comprehensive Plan, dated March 2015” (the “MUACP”) to amend the Future Land Use Map, as adopted by the

Manhattan Urban Area Planning Board, is hereby approved and adopted, and is incorporated by reference within this Ordinance in code form as that term is defined in K.S.A. 12-3301(c).

SECTION 2. Following this amendment, the MUACP shall consist of the base document, entitled the Manhattan Urban Area Comprehensive Plan, dated March 2015, and thirteen other separately bound documents, which are incorporated into the base document, and which are entitled:

1. The Grand Mere Community Master Plan, as approved and adopted by City Ordinance No. 6127, on April 4, 2000.
2. The US-24 Corridor Management Plan, as approved and adopted by City Ordinance No. 6792, on November 3, 2009.
3. The Gateway to Manhattan Plan, dated April 2011, as approved and adopted by City Ordinance No. 6893, on May 17, 2011.
4. The Eureka Valley–Highway K-18 Corridor Plan, as approved and adopted by City Ordinance No. 7003, on May 21, 2013.
5. The Wildcat Creek Floodplain Management Plan, dated November 2013, as approved and adopted by City Ordinance No. 7047, on November 5, 2013.
6. The Manhattan Area Transportation Strategy, dated March 2015, as approved and adopted by Ordinance No. 7131, on April 7, 2015.
7. The Big Blue and Kansas Rivers Floodplain Management Plan, dated November 2016, as approved and adopted by City Ordinance No. 7269, on January 3, 2017.
8. The Aggieville Community Vision Plan, dated March 2017, as approved and adopted by City Ordinance No. 7280, on April 18, 2017.
9. The Flint Hills/Fort Riley JLUS Update, dated August 2017, as approved and adopted by City Ordinance No. 7326, on December 5, 2017.
10. The amended Bicycle and Pedestrian Systems Plan, dated September 2022, as approved and adopted by City Ordinance No. 7589, on September 6, 2022.
11. The Housing Market Analysis, dated October 2022, as approved and adopted by Ordinance No. 7613, on November 1, 2022.
12. The Beyond Tomorrow Downtown Plan, dated May 2024, as approved and adopted by City Ordinance No. 7700, on May 21, 2024.
13. MoveMHK!, dated June 18, 2024, as approved and adopted by the City Commission on August 5, 2025.

SECTION 3. At least one copy of the MUACP containing the amended FLUM shall be marked or stamped “Official Copy as Incorporated by Ordinance No. 7131 and amended by Ordinance Nos. 7170, 7269, 7280, 7326, 7589, 7613, 7676, 7700, 7762 and 7823” and shall be attached to a copy of this Ordinance and filed with the City Clerk to be open to inspection and available to the public at all reasonable business hours. All administrative departments of the City charged with enforcement of the MUACP shall be supplied, at the cost of the City, such number of official copies, similarly marked, as may be deemed expedient.

SECTION 4. This Ordinance shall take effect and be in force from and after its passage and publication in *The Manhattan Mercury*.

PASSED AND ADOPTED THIS 5TH DAY OF MAY, 2026, BY THE GOVERNING BODY OF THE CITY OF MANHATTAN, KANSAS.

Susan E. Adamchak, Mayor

ATTEST:

**Chelsea Johnson, CMC, Assistant
City Clerk**

(PUBLISHED IN *THE MANHATTAN MERCURY* ON MAY 9, 2026)

ORDINANCE NO. 7823 SUMMARY

On May 5, 2026, the City of Manhattan, Kansas adopted the following ordinance:

AN ORDINANCE AMENDING THE CURRENT COMPREHENSIVE PLAN FOR THE DEVELOPMENT OR REDEVELOPMENT OF THE MANHATTAN URBAN AREA AND THE CITY OF MANHATTAN, KANSAS, ENTITLED THE “MANHATTAN URBAN AREA COMPREHENSIVE PLAN, DATED MARCH 2015” BY AMENDING THE FUTURE LAND USE MAP.

The Ordinance amends the Manhattan Urban Area Comprehensive Plan by amending the Future Land Use Map. The complete text of the Ordinance may be obtained or viewed free of charge at the office of the City Clerk, City Hall, 1101 Poyntz Ave., Manhattan, Kansas 66502, Monday–Thursday, 8 a.m.– 5 p.m., and Friday, 8 a.m. – noon, and is available for at least one week following the publication date of this summary at www.cityofmhc.com. This Summary certified to be legally accurate and sufficient by City Attorney Katharine Jackson.

City Attorney
Date certified: _____

COMPREHENSIVE PLAN AMENDMENT

Future Land Use Map amendment

file no. CPA-26-019

To: Planning Board
From: Ben Chmiel, Senior Planner
Meeting date: April 20, 2026
Applicant: City of Manhattan

PROPOSAL

Amend the Manhattan Urban Area Comprehensive Plan (MUACP) Future Land Use Map (FLUM) in the Green Valley/Blue Township area to reflect changes envisioned by the East Manhattan Gateway (EMG) Vision process.

BACKGROUND

The EMG process was initiated in late 2023. Early in the process, the City contracted with a consultant who led the public engagement process and developed a background report and market study. From there, City staff developed a vision for future development and growth in the McCall Triangle and Green Valley area, east of Manhattan. The thoughts and ideas of the community advisory committee, technical committee, various stakeholder groups, City & County Commissioners and staff, and the public all fed into this vision.

This Vision includes continued growth and development along the US-24 corridor east of Manhattan and within the Green Valley area of Pottawatomie County. It highlights new residential development north of US-24, new commercial development along the highway corridor, and significant growth in industrial development opportunities south of the highway and rail line. It also envisions redevelopment and infill projects in the McCall Triangle area, with a focus on retail and commercial with opportunities for residential uses as well (see Exhibit A enclosed).

ANALYSIS

Findings

Manhattan Development Code (MDC) Section 26-9B-3 contains the review factors for Comprehensive Plan amendments. In this analysis the criteria appear in italics, followed by staff findings in Roman type. Staff's conclusions follow afterward.

D. *Review Criteria. The Planning Board and the Commission must base their approval, conditional approval, or denial on the following relevant factors:*

1. *Future Land Use Map Amendment*

A. *The proposed map amendment is compatible with existing or planned land uses on adjacent properties.*

Findings A significant motivation behind the amendment is creating more compatible development patterns in the future and appropriately transitioning land uses. For example, the current FLUM proposes Industrial/Service Commercial uses adjacent to Low-density Residential uses north of US-24. This is swapped with Neighborhood Commercial. As well, the amended FLUM does a much better job of preserving critical floodway areas and riparian buffers. Land use proposed adjacent to existing residential areas north of US-24 introduce different uses, protecting the character of existing development by utilizing natural buffers, concentrating commercial uses at higher-order intersections as neighborhood nodes, and using gradual increases in density and intensity.

In some cases, especially in the Green Valley area, the amendments are reflecting land uses as they have developed since this area was first assigned future land uses in 2014. This includes public/civic land for schools and government operations and planned medium-density residential developments.

B. *Adequate public utilities, facilities, and/or services are available or may be extended in a cost-effective and efficient manner to serve development of the type and scope suggested by the proposed amendment.*

Findings The Urban Service Area Boundary (USAB) is not being amended as part of this FLUM amendment. This is keeping in line with the fact that undeveloped areas may not necessarily be served by the city, but possibly the County. While capacity for urban services exists outside of the current USAB, a more detailed analysis of these services would take place if and when the USAB is amended in order for the city to facilitate development outside of the current boundary. Furthermore, areas outside of the USAB are developing and will continue to develop. The FLUM reinforces this happening in a planned manner.

C. *The proposed map amendment is warranted by changing conditions in the area, or it corrects an error in fact concerning the property's future land use classification at the time of the original plan adoption.*

Findings As described earlier, some amendments are reflecting land uses as they have developed since this area was first assigned future land uses in 2014. This includes public/civic land for schools and government operations and planned medium-density residential developments in the Green Valley area. These specific amendments are accounting for these changes.

D. *The proposed map amendment is warranted by changing conditions or a current need.*

Findings The most significant change in this FLUM amendment is industrial land use shifting from the McCall Triangle to the US-24 Corridor, with the biggest focus being greenfield sites south of US-24. Throughout the EMG visioning process, it became clear that Manhattan is woefully low on land to accommodate medium and large-scale industrial and manufacturing developments. Market studies suggest there is a high demand for these developments in the Manhattan area. This FLUM amendment would designate roughly 500 acres of new greenfield industrial lands. Industrial is still largely permitted where it exists in the McCall Triangle today, however the FLUM amendment would allow retail/commercial to continue to develop in the area as it evolves to a more retail/commercial node of the community.

E. *If the proposed map amendment is approved, there will be an adequate supply of land remaining in the category being changed to meet future needs.*

Findings Land use changes in the McCall Triangle are shifted to the US-24 Corridor. Additionally, as the MUACP boundary is extending eastward, new lands are being designated for practically all land uses.

F. *The proposed plan amendment conforms to the applicable growth vision, goals, key objectives, guiding principles, and policies of the Comprehensive Plan.*

Findings Applicable growth vision, goals, key objectives, guiding principles can be found on pages 18 through 21 of the MUACP (enclosed). The most relevant guiding principles in this case are GM-1.1F and GM-2.2A.

GM-1.1F Areas for Future Expansion: Reevaluate areas for future expansion as needed, based upon land availability and demand within the Manhattan Urban Area and on the future provision of services. Designate areas for future expansion of urban or other appropriate land.

The EMG Vision exercise was the reevaluation for future expansion. Through this process, it was clear that Manhattan lacked land for

industrial development. And at the same time, Manhattan needed to shift industrial and big-box community commercial uses out of the McCall Triangle to the US-24 Corridor, favoring densification and mixed use in the Triangle. The amendment accomplishes this.

GM-2.2A: Rural Development outside Urban Service Areas: Maintain areas outside of the Urban Service Area Boundary and Blue Township Urban Growth Area as very low density living areas, open space, agricultural activities and other uses compatible with the intent of the Comprehensive Plan. Coordinate efforts to manage rural development located outside the Urban Service Area Boundary and within the Blue Township Urban Growth Area, so that it does not impede future urban growth in areas identified in the Comprehensive Plan as having future potential for urban development.

The Blue Township Urban Growth Area is expanded in this amendment in order to preserve greenfield areas for urban-style development in coordination with the county. If they develop as rural or as lower intensity commercial uses, it could hinder future development and/or increase development costs. This is true of areas designated as residential, but especially true of areas designated for industrial development.

3. *Plan Boundary Amendment. The proposed boundary amendment:*

A. *Provides for a logical and desirable extension of the Manhattan Urban Area.*

Findings New greenfield development in the Manhattan region has favored the east side of Manhattan for the better part of the last decade, compared with the west side. A significant portion of the vision area is already included within the Blue Township Urban Growth Area.

B. *Is warranted by changing conditions, aspirations of the community, or a current need.*

Findings The largest need includes industrial development sites. This FLUM amendment designates roughly 500 acres of new greenfield industrial lands. Changing conditions include the shift of the McCall Triangle to favor more retail/commercial development and potential for redevelopment within the area, subject to transportation improvements better connecting downtown with the triangle.

C. *Is compatible with and supported by applicable County plans concerning the proposed land use, or is a necessary change supported by the applicable County.*

Findings Pottawatomie County has expressed support for the proposed changes.

D. *Has adequate urban public facilities, utilities, and/or services available, or they may be extended in a cost-effective and efficient manner, to serve the development for the type and scope suggested by the proposed amendment.*

Findings The USAB is not proposed to be amended at this time. This may need to be adjusted in the future, pending further study, annexations, and development proposals.

Conclusions

The relevant factors of Section 26-9B-3 of the Manhattan Development Code have been adequately considered. The proposed amendment to the FLUM should be approved.

RECOMMENDATION

Staff recommends that the Planning Board adopt Resolution no. 042026 amending the Manhattan Urban Area Comprehensive Plan and Future Land Use Map as proposed.

RECOMMENDED MOTIONS

Move to adopt Planning Board Resolution no. 042026 amending the Manhattan Urban Area Comprehensive Plan and Future Land Use Map as proposed.

EXHIBITS

1. [Current FLUM](#)
2. [Exhibit A, Proposed FLUM](#)
3. [Resolution no. 042026](#)
4. [Manhattan Urban Area Comprehensive Plan](#)

Dated: April 13, 2026

To Manhattan Urban Area Planning Board

From Ben Chmiel, Senior Planner; Stephanie Peterson, Director of Planning and Development

Date 3/10/2026 *for 4/6 meeting*

Subject **East Manhattan Gateway FLUM Amendment Work Session**

Background

Staff will be requesting the Manhattan Urban Area Planning Board (MUAPB) amend the Future Land Use Map (FLUM) to align with the completed East Manhattan Gateway (EMG) Vision. The EMG process was initiated in late 2023. Early in the process, the City contracted with a consultant who led the public engagement process and developed a background report and market study. From there, City staff developed a vision for future development and growth in the McCall Triangle and Green Valley area, east of Manhattan. This vision was developed with input from a community advisory committee, a technical committee, various stakeholder groups, City & County Commissioners and staff, and the public.

Vision

This Vision includes continued growth and development along the US-24 corridor east of Manhattan and within the Green Valley area of Pottawatomie County. It highlights new residential development north of US-24, new commercial development along the US-24 corridor, and significant growth in industrial development opportunities south of US-24. It also envisions redevelopment and infill projects in the McCall Triangle area, with a focus on retail and commercial with opportunities for residential uses as well.

Use of Document

While the City Commission and Pottawatomie County Board of Commissioners have reviewed and are supportive of the EMG Vision, the document will not be formally adopted, nor integrated into the Comprehensive Plan. The document is intentionally categorized as a “vision” rather than a “plan” since it lacks action items for capital improvements and policy. This is not a flaw, but a feature. Due to the jurisdictional and infrastructural complexity and extent of the large study area (approximately 10,000 acres), a complete plan was not feasible. But the vision document will serve as a record of the generally agreed-upon direction for the development of the area east of Manhattan, using more detailed imagery

in the form of conceptual projects to inspire and initiate future processes. In this sense, this vision will live as a guiding document.

FLUM Amendment

As we conclude the visioning process, a logical next step is to amend the Future Land Use Map (FLUM) in the Manhattan Urban Area Comprehensive Plan. Pottawatomie County will also be asked to amend its Comprehensive Plan with the proposed FLUM. This MUACP amendment may be initiated by the MUAPB and is currently scheduled for a public hearing at the MUAPB meeting on April 20, 2026.

Work Session

Staff will provide an overview of the EMG Vision and the process leading up to the FLUM amendment. Staff will give the same presentation provided to City Commissioners, the Pottawatomie County BOCC, area Chambers of Commerce, and St. George City Council, highlighting conceptual projects that could result from the FLUM update.

Staff will request initiation of the FLUM amendment following the work session.

MINUTES

MANHATTAN URBAN AREA PLANNING BOARD

City Commission Room, City Hall
1101 Poyntz Avenue

Monday, April 20, 2026

MEMBERS PRESENT

Debbie Nuss
Shelley Carver
Kelly Karl

Brad Buser, vice-chair
Ryan Wilson

MEMBERS ABSENT

Hannah Fehr, chair
Ann Christian

STAFF PRESENT

John Adam, Assistant Director of Planning & Development; Ben Chmiel, Senior Planner

1. CALL TO ORDER

- ~~1.1 The chair called the meeting to order at 6:00 p.m. Staff called roll and stated there was a quorum.~~
- 1.2 Open Public Comments
- ~~There were none.~~

2. CONSENT AGENDA

- ~~2.1 Approve the minutes of the April 6, 2026 Manhattan Urban Area Planning Board meeting~~
- ~~Nuss moved to approve the consent agenda; Karl seconded. Motion passed 4-0-1 (Carver abstaining).~~



3. PUBLIC HEARINGS

- 3.1 A PUBLIC HEARING to consider a COMPREHENSIVE PLAN AMENDMENT to update the Future Land Use Map in the general area of Green Valley to align with the East Manhattan Gateway Vision (applicant: City of Manhattan, file no. CPA-26-019)

Chmiel gave the presentation and recommended approval.

Wilson asked if multimodal transportation systems were considered during the future land use map update process. Chmiel said the FLUM did not address transportation, but the Manhattan Area Transportation Strategy did. Chmiel

said while it was looked at, there was not enough density in the area to have transit stops at this time. Wilson said transit-oriented development would help to align the comprehensive plan update with the MATS by clustering density around transit stops. He suggested having higher density around major intersections. Chmiel said the plan added some medium-density residential and commercial nodes but that the area currently did not have the density to support transit-oriented development.

Wilson asked what kind of analysis was done to create efficient development that would not end up costing the city more money than it generated. Chmiel said the urban service area boundary (USAB) was set to prevent areas being annexed into the City that would be a liability or unable to be serviced. Wilson said it would be smart to think about sustainable development sooner rather than later as once infrastructure was put into place it would become much more difficult to adjust. He reiterated that clustering amenities and density could create a sustainable development pattern.

Adam said that staff were hoping to have fiscal analysis software by the time of the next comprehensive plan update and that specific area plans would be an outcome of that analysis. He said the area plans could include recommendations for transit-oriented development.

Wilson and Buser asked about the interjurisdictional relationship between Pottawatomie County and the City of Manhattan, specifically regarding the moving of the USAB. Chmiel said that if the City was assigning land use designations in the FLUM that the area needed to be included in the Blue Township urban growth area. He noted that the USAB was intentionally unmodified in this amendment. He added that Pott County seemed receptive to the plan and that the FLUM update was an understanding between the city and county on preventing premature or inappropriate development in the region.

Karl asked what influence the FLUM would have on development in the county. Chmiel said the county had zoning that could generally comply with the FLUM. He added that if annexed, the city would apply its zoning that would comply with the FLUM. Adam said Pott County had also adopted the prior FLUM, and the City hopes they would adopt this updated FLUM. Wilson asked if rezoning would be required to match the FLUM. Adam said the Pott County zoning generally matched and that any request for City services would trigger annexation, which would require a rezoning.

Wilson asked if any of the current developments in the county had requested to be annexed. Adam said Heritage Square sought annexation for city services and building permit oversight. Chmiel added the Scorpius site went through a similar process. Wilson clarified that the residential areas were not annexed despite having services. Adam confirmed. Wilson clarified that Pott County's FLUM would match the proposed FLUM. Adam confirmed. Wilson asked if the

current county zoning was single-family. Adam said except for existing residential, he thought most of it was zoned for agriculture.

Public hearing opened

There were no comments

Public hearing closed

Nuss moved to adopt the resolution; Carver seconded. Motion passed 4–1 (Wilson).

4. ~~REPORTS AND COMMENTS~~

~~4.1 Planning updates from staff.~~

~~Adam said an organizational meeting would be held on May 4 where the board would elect new chair and vice chair positions. He added that Peter Oppelt and Debbie Nuss were appointed at the last City Commission meeting.~~

~~4.2 Comments from Board members.~~

~~There were none.~~

~~4.3 Next meeting: Chair announced the next meeting is May 4, 2026~~

5. ~~ADJOURNMENT~~

~~Meeting was adjourned at 6:25 p.m.~~

Submitted by Lance Wackerla, Planner II

Comprehensive Plan Amendment Future Land Use Map



Planning and Development Department

What is the FLUM?

- Long-range development pattern/vision for land
- Directs policy-level decisions (annexation, rezoning, infrastructure improvements)
- Compatibility with surrounding uses

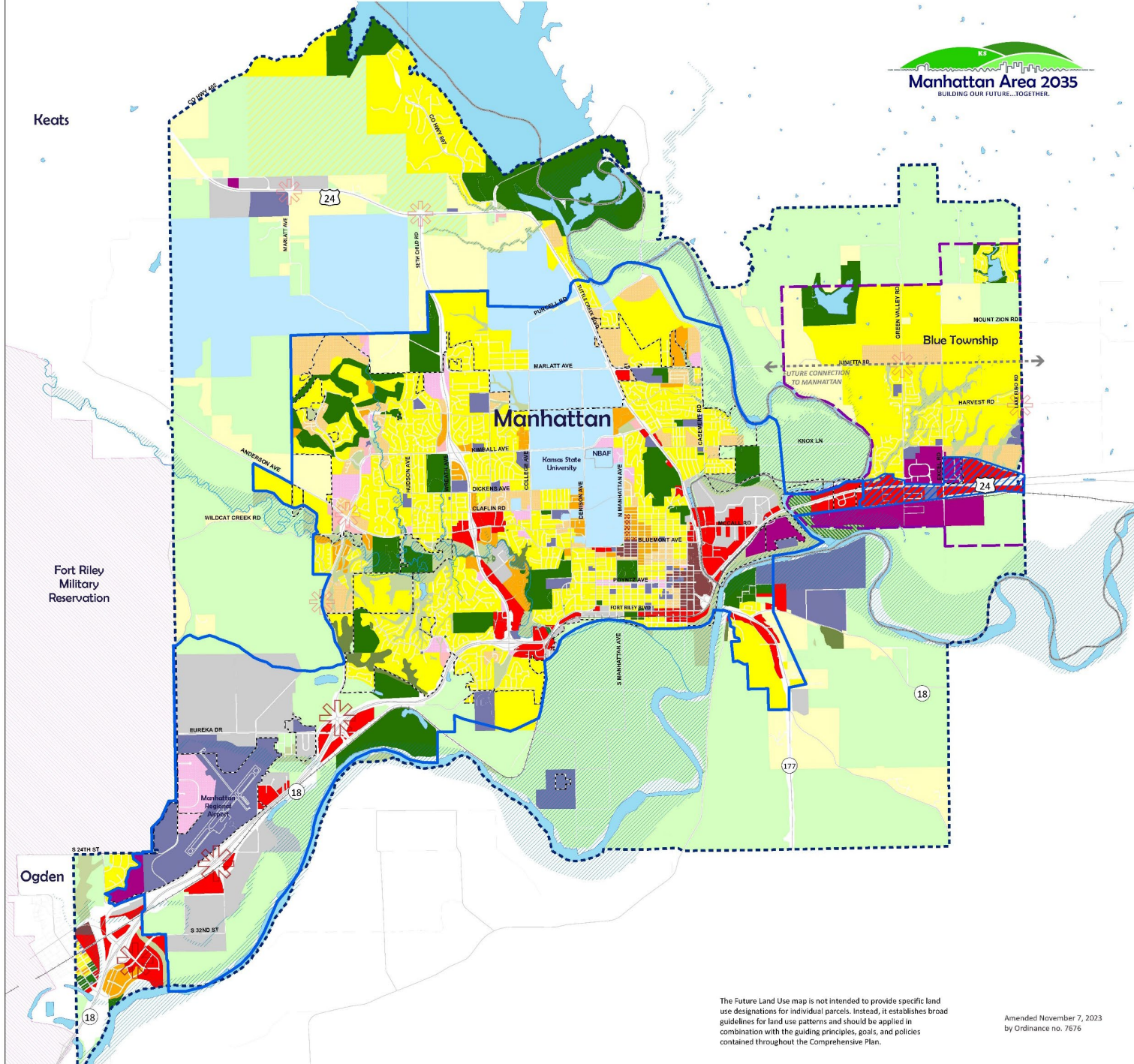
“What type of development is most appropriate long term?”

- Does not regulate property
- Does not rezone a property

Current FLUM



FUTURE LAND USE MAP



- Legend**
- Residential**
- Urban Core Residential
 - Residential High Density
 - Residential Medium to High Density
 - Residential Low to Medium Density
 - Rural Residential
- Commercial / Mixed Use**
- Future Community Commercial Center
 - Future Neighborhood Commercial Center
 - Central Core District
 - Community Commercial
 - Neighborhood Commercial
- Industrial/Office**
- Service Commercial
 - Industrial
 - Office-Research Park
- Public/Institutional**
- Kansas State University
 - Parks and Recreation
 - Public/Semi-Public
 - Preserved Open Space
 - Environmentally Sensitive Areas *
 - Special Floodway Overflow Area **
 - Agriculture
 - Flood Hazard Area (Floodway and 1993 Event) ***
 - Wetlands and Streams
- Boundaries**
- Comprehensive Plan Boundary
 - Manhattan city limits
 - County Line
 - Urban Service Area Boundary
 - Potential Future Urban Service Area
 - Blue Township Urban Growth Area

The Future Land Use map is not intended to provide specific land use designations for individual parcels. Instead, it establishes broad guidelines for land use patterns and should be applied in combination with the guiding principles, goals, and policies contained throughout the Comprehensive Plan.

Amended November 7, 2023 by Ordinance no. 7676

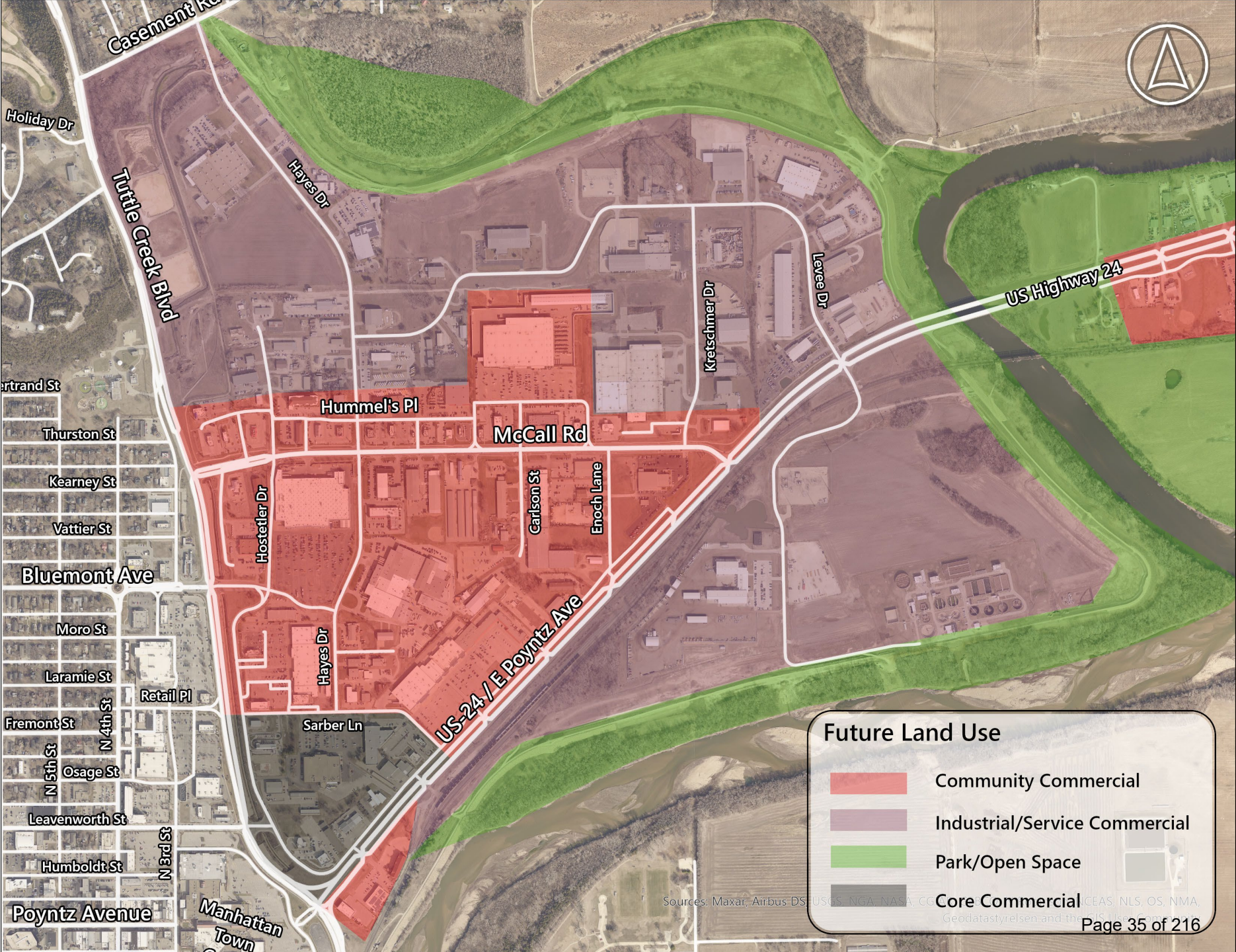
* Environmentally Sensitive Areas are areas identified in previous Comprehensive Plan efforts, consisting of steep slopes (>20%) and riparian corridors, and natural areas of the high priority for preservation identified by the Northern Flint Hills Audubon Society.

** Special Floodway Overflow Area: This area is proposed to be Preserved Open Space and has been identified as part of a series of recommendations to protect the levee and bridges from being overlapped by flood events. Strategies to ensure the permanent protection of these areas will be identified as part of the Manhattan Urban Area Comprehensive Plan Update process.

*** Flood Hazard Areas include designated FEMA Floodway and areas inundated during the 1993 Flood Event where new development would be prohibited.

Source: City of Manhattan, Riley County, Pottawatomie County

McCall Triangle FLUM

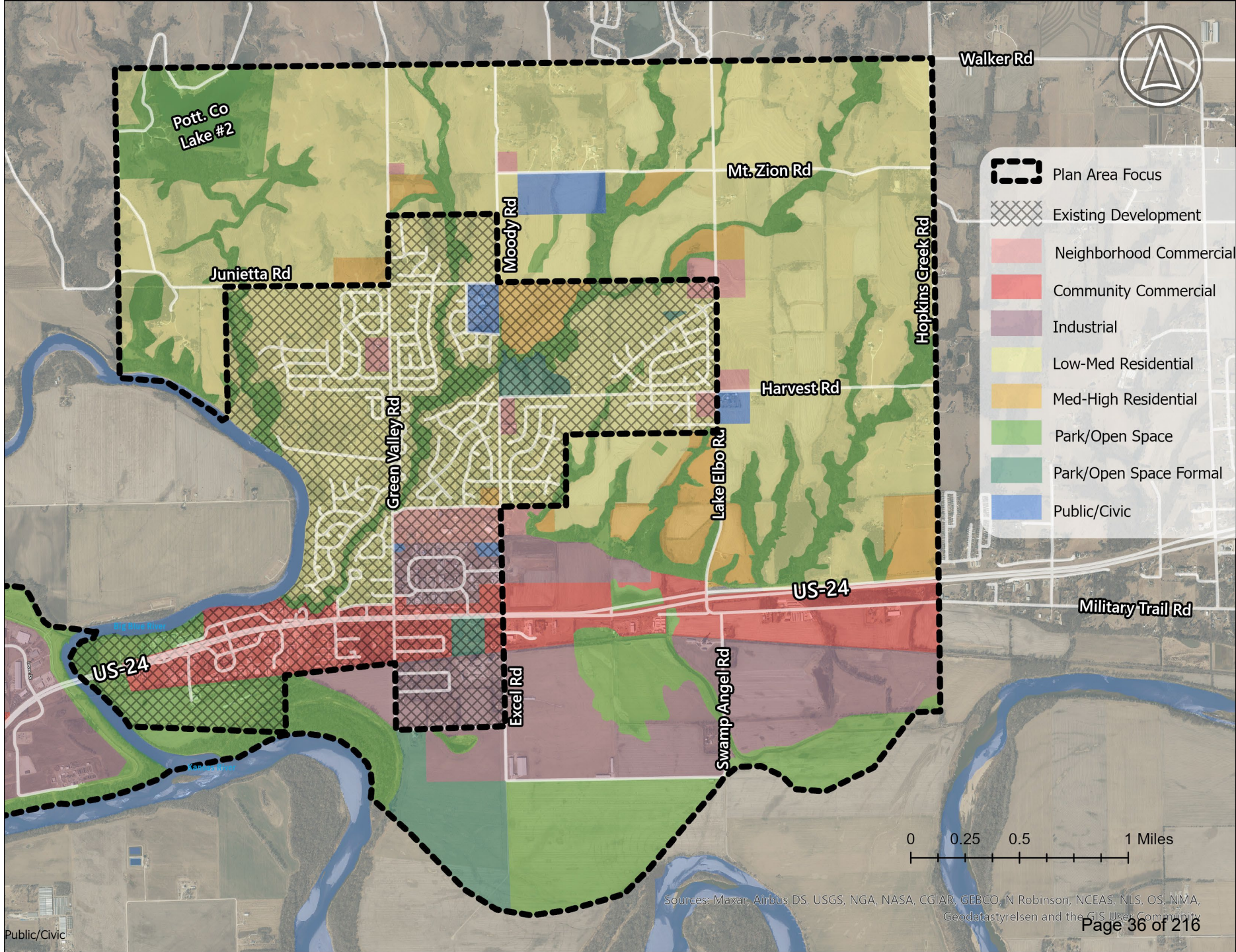


Future Land Use

- Community Commercial
- Industrial/Service Commercial
- Park/Open Space
- Core Commercial

Sources: Maxar, Airbus DS, USGS, NGA, NASA, CEAS, NLS, OS, NMA, Geodatastyrelsen and the US Use of Land

Green Valley Area FLUM

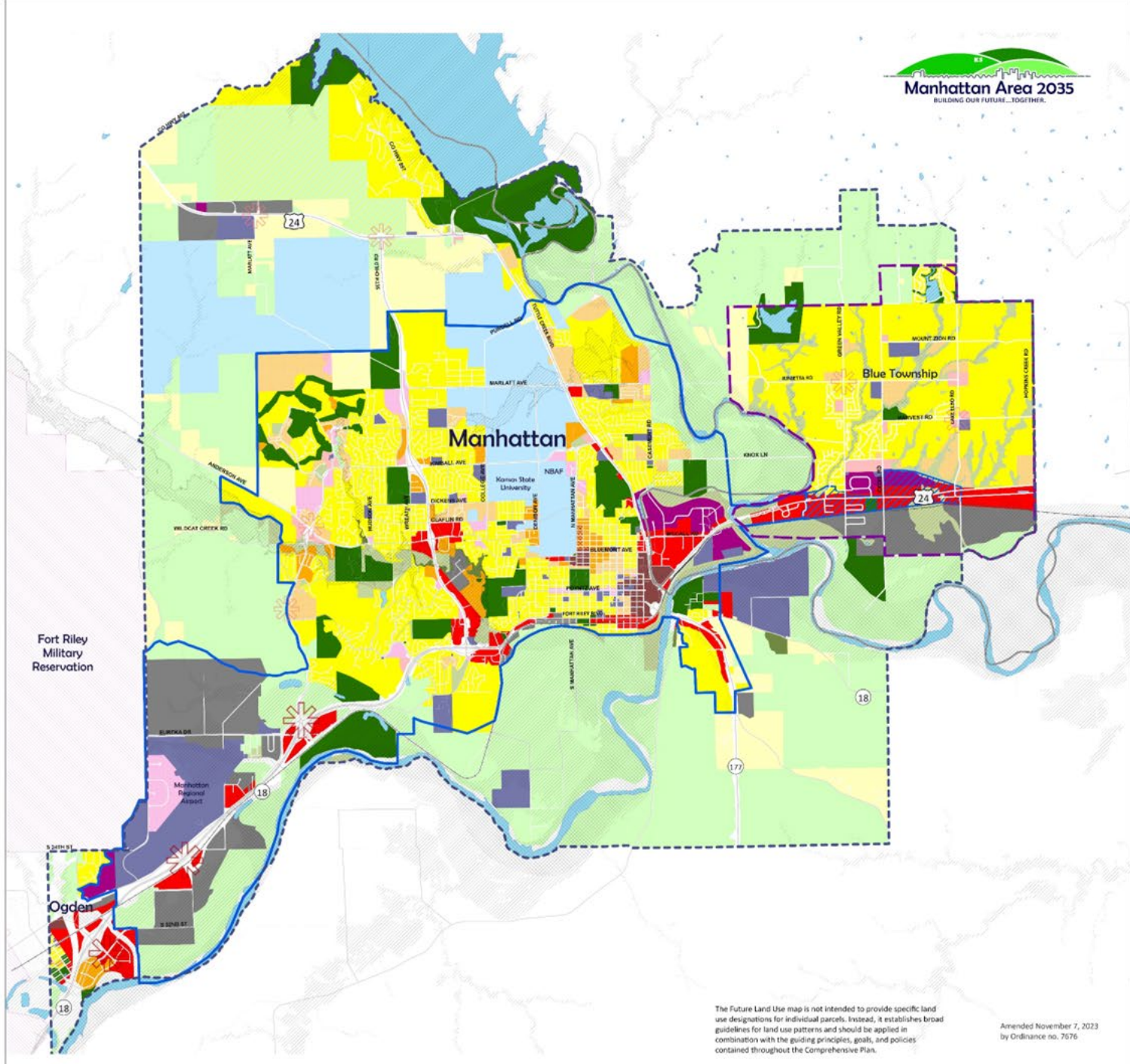


Sources: Maxar, Airbus DS, USGS, NGA, NASA, CGIAR, GEBCO, N Robinson, NCEAS, NLS, OS, NMA, Geodatasys and the GIS User Community

Proposed FLUM



FUTURE LAND USE MAP



- Legend**
- Residential**
 - Urban Core Residential
 - Residential High Density
 - Residential Medium to High Density
 - Residential Low to Medium Density
 - Rural Residential
 - Commercial / Mixed Use**
 - Future Community Commercial Center
 - Future Neighborhood Commercial Center
 - Central Core District
 - Community Commercial
 - Neighborhood Commercial
 - Industrial/Office**
 - Service Commercial
 - Industrial
 - Office-Research Park
 - Public/Institutional**
 - Kansas State University
 - Parks and Recreation
 - Public/Semi-Public
 - Preserved Open Space
 - Environmentally Sensitive Areas *
 - Other**
 - Floodway
 - Agriculture
 - Floodplain***
 - Wetlands and Streams
 - Boundaries**
 - Comprehensive Plan Boundary
 - Manhattan city limits
 - County Line
 - Urban Service Area Boundary
 - Potential Future Urban Service Area
 - Blue Township Urban Growth Area

* Environmentally Sensitive Areas are areas identified in previous Comprehensive Plan efforts, consisting of steep slopes (20% and greater), riparian corridors, and natural areas of the high priority for preservation identified by the Northern Plains Wildlands Society.

** Floodway: Includes areas of high water velocity during flood events.

*** Includes 100-year (100) floodplain and Future Conditions Floodplain.

The Future Land Use map is not intended to provide specific land use designations for individual parcels. Instead, it establishes broad guidelines for land use patterns and should be applied in combination with the guiding principles, goals, and policies contained throughout the Comprehensive Plan.

Amended November 7, 2023 by Ordinance no. 7676

Source: City of Manhattan, Riley County, Pottawatomie County

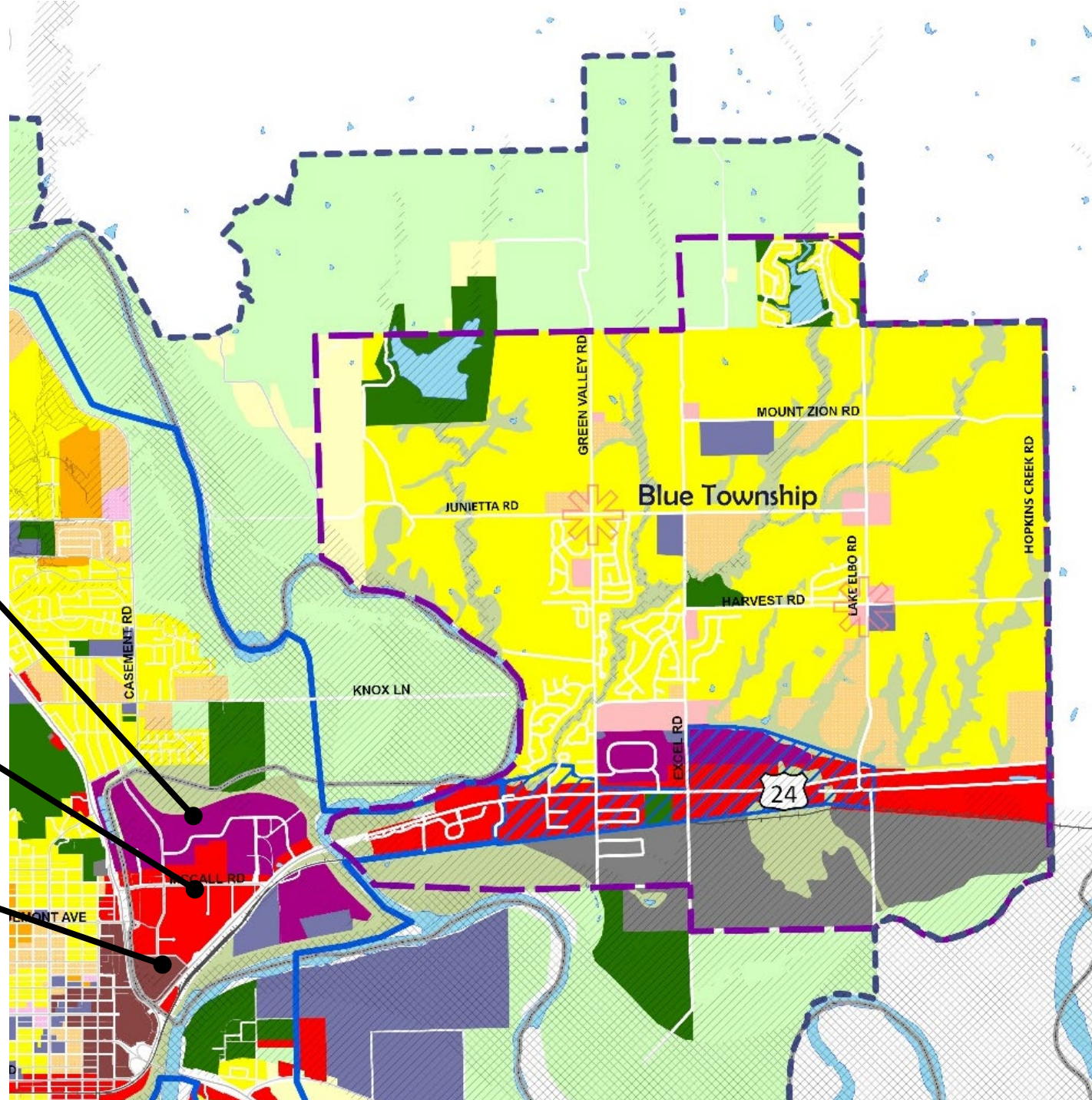


Proposed FLUM

Industrial to
Service Commercial

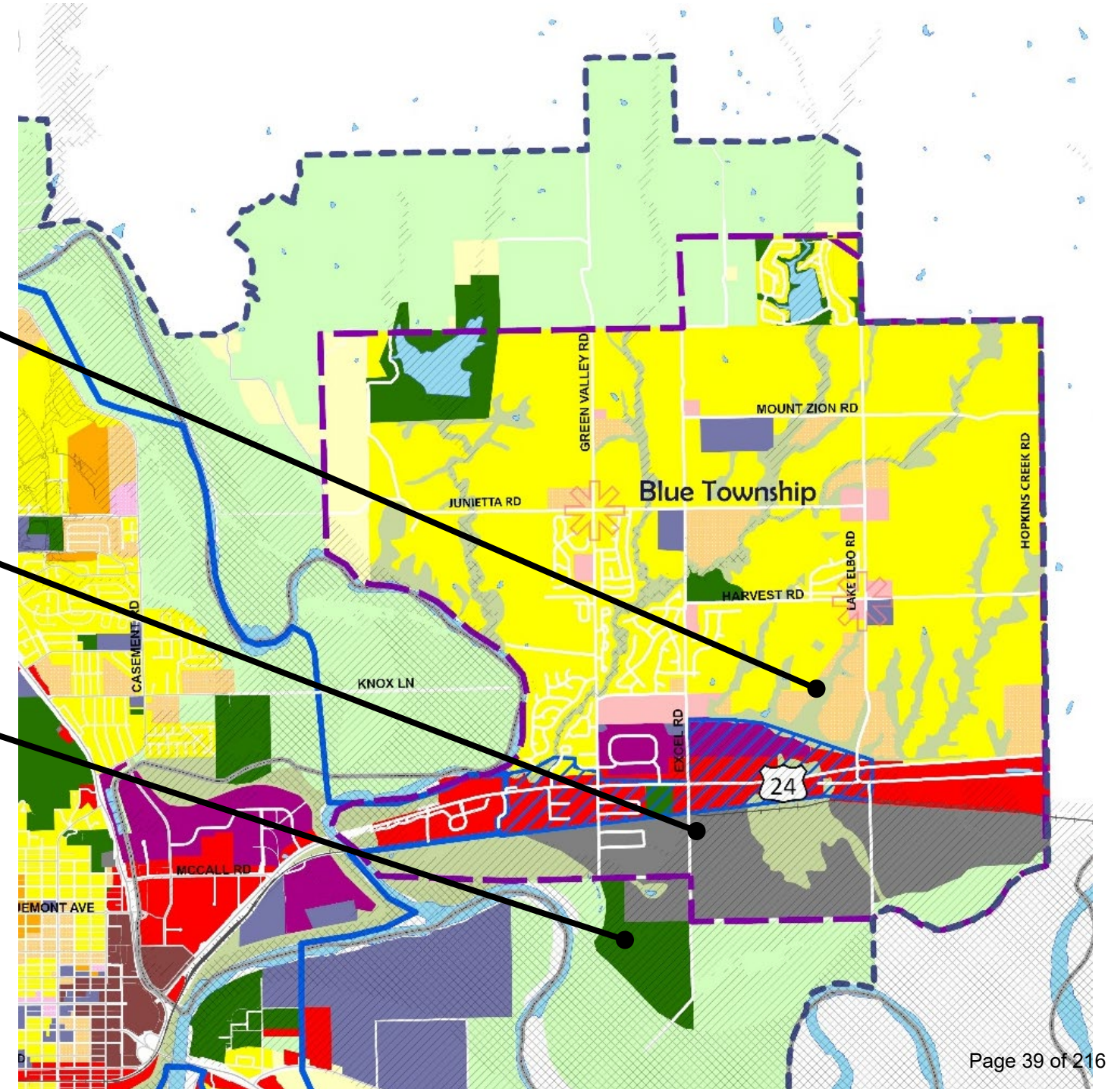
Industrial to
Community Commercial

Community Commercial
to Core Commercial

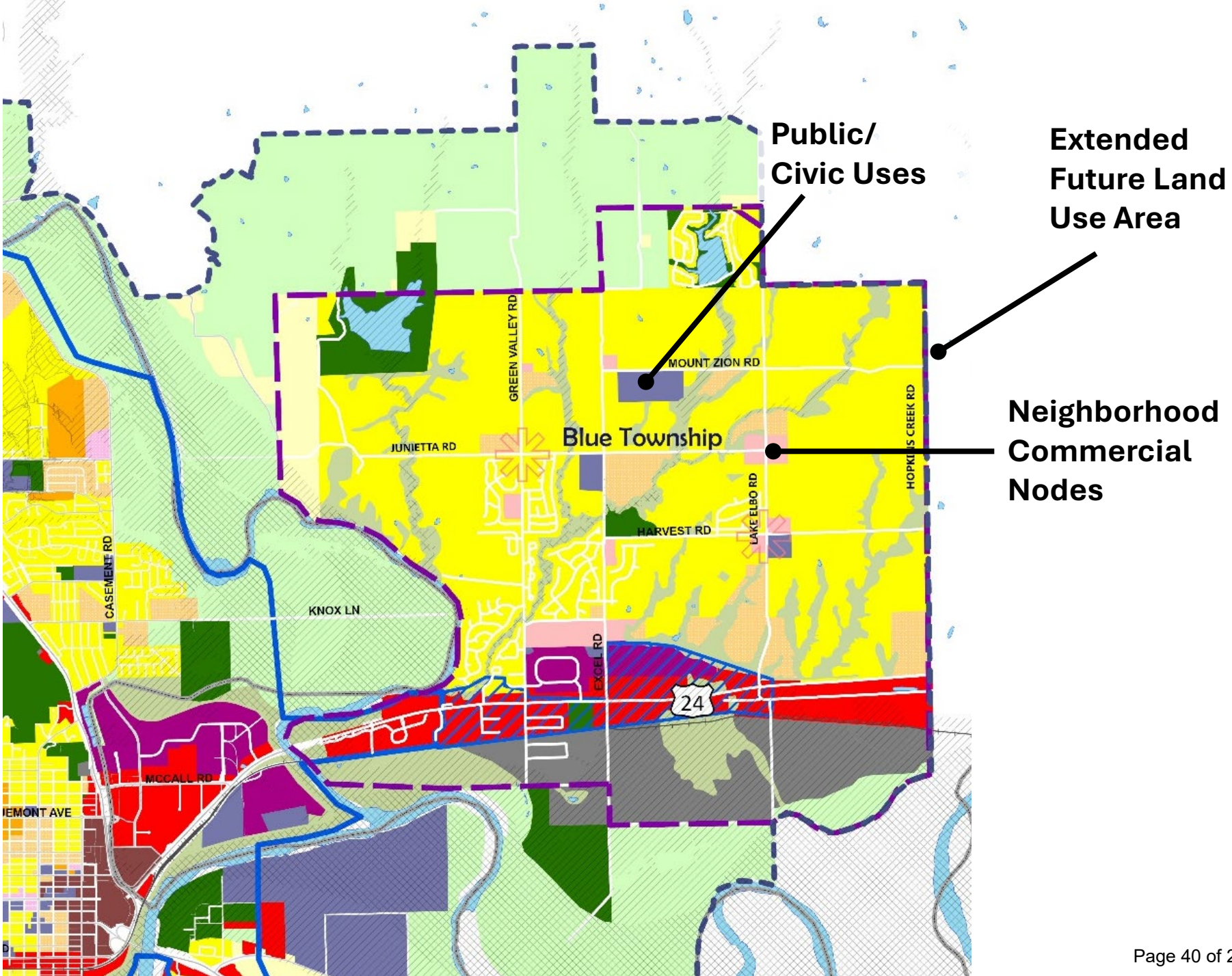


Proposed FLUM

- Medium Density Residential
- Service Commercial to Industrial
- Regional Park Space



Proposed FLUM



Timeline of Events

- April 6 - Planning Board work session and initiation
- April 20 – Planning Board public hearing and recommendation
- May 5 – City Commission consideration
- May 18 – Riley County BOCC
- TBD - Pottawatomie BOCC

Requested Action

- Approve the Ordinance amending the Manhattan Urban Area Comprehensive Plan and the Future Land Use Map.

RESOLUTION NO. 051826--

A RESOLUTION AMENDING THE CURRENT COMPREHENSIVE PLAN FOR THE DEVELOPMENT OR REDEVELOPMENT OF THE MANHATTAN URBAN AREA AND THE CITY OF MANHATTAN, KANSAS, ENTITLED THE “MANHATTAN URBAN AREA COMPREHENSIVE PLAN, DATED MARCH 2015” BY AMENDING THE FUTURE LAND USE MAP

WHEREAS, following a public hearing on March 2, 2025, the publication known as the “Manhattan Urban Area Comprehensive Plan, dated March 2015” (the “MUACP”) was adopted as the current comprehensive plan for the development and redevelopment of the Manhattan Urban Area and the City of Manhattan, Kansas, by the Manhattan Urban Area Planning Board (the “MUAPB”) with the adopted of MUAPB Resolution No. 030215-A; and

WHEREAS, the MUACP was approved and adopted pursuant to K.S.A. 12-747 by the Governing Body of the City of Manhattan, Kansas, when it passed and adopted Ordinance No. 7131 on April 7, 2015 and by the Riley County Board of Commissioners when it passed and adopted Resolution No. 032315-07 on March 23, 2015; and

WHEREAS, the MUACP, as approved and adopted by the Governing Body of the City, originally consisted of the base document, which is entitled the Manhattan Urban Area Comprehensive Plan, dated March 2015, and thirteen other separately bound documents which were incorporated into the base document at the time of its approval, and adopted through Ordinance No. 7131, and subsequently through Ordinance Nos. 7170, 7269, 7280, 7326, 7589, 7613, and 7700; and

WHEREAS, the Manhattan Urban Area Planning Board desires to amend the Manhattan Urban Area Comprehensive Plan in order to guide the development or redevelopment of the Manhattan Urban Area and the City of Manhattan, Kansas by amending the Future Land Use Map (FLUM); and

WHEREAS, pursuant to provisions of K.S.A. 12-747, the Manhattan Urban Area Planning Board gave proper notice in the official City newspaper and held a public hearing on Monday, April 20, 2026, at which time due consideration was given to all comments and remarks relating to this amendment; and

WHEREAS, following said public hearing, the Manhattan Urban Area Planning Board voted (4-1) to adopt MUAPB Resolution No. 042026-A, amending the MUACP by amending the FLUM; and

WHEREAS, the Governing Body of Riley County, Kansas, desires to approve and adopt by resolution the amendment of the MUACP by amending the FLUM, in accordance with the recommendation for its approval and adopted made by the MUAPB.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
COMMISSIONERS OF RILEY COUNTY, KANSAS:**

- Section 1. The amendment of the “Manhattan Urban Area Comprehensive Plan, dated March 2015” (the “MUACP”) to amend the Future Land Use Map, as adopted by the Manhattan Urban Area Planning Board, is hereby approved and adopted, and is incorporated into this resolution by reference.
- Section 2. Following this amendment, the MUACP shall consist of the base document, entitled the Manhattan Urban Area Comprehensive Plan, dated March 2015, and thirteen other separately bound documents, which are incorporated into the base document, and which are entitled:
1. The Grand Mere Community Master Plan, as approved and adopted by City Ordinance No. 6127, on April 4, 2000
 2. The US-24 Corridor Management Plan, as approved and adopted by City Ordinance No. 6792, on November 3, 2009.
 3. The Gateway to Manhattan Plan, dated April 2011, as approved and adopted by City Ordinance No. 6893, on May 21, 2013.
 4. The Eureka Valley-Highway K-18 Corridor Plan, as approved and adopted by City Ordinance No. 7003, on May 21, 2013.
 5. The Wildcat Creek Floodplain Management Plan, dated November 2013, as approved and adopted by City Ordinance No. 7047, on November 5, 2013.
 6. The Manhattan Area Transportation Strategy, dated March 2015, as approved and adopted by City Ordinance No. 7131, on April 7, 2015.
 7. The Big Blue and Kansas Rivers Floodplain Management Plan, dated November 2016, as approved and adopted by City Ordinance No. 7269, on January 3, 2017.
 8. The Aggieville Community Vision Plan, dated March 2017, as approved and adopted by City Ordinance No. 7280, on April 18, 2017.
 9. The Flint Hills/Fort Riley JLUS Update, dated August 2017, as approved and adopted by City Ordinance NO. 7326, on December 5, 2017.
 10. The amended Bicycle and Pedestrian Systems Plan, dated September 2022, as approved and adopted by City Ordinance No. 7589, on September 6, 2022.
 11. The Housing Market Analysis, dated October 2022, as approved and adopted by Ordinance No. 7613, on November 1, 2022.
 12. The Beyond Tomorrow Downtown Plan, dated May 2024, as approved and adopted by City Ordinance No. 7700, on May 21, 2024.
 13. MoveMHK!, dated June 18, 2024, as approved and adopted by the City Commission on August 5, 2025.

Section 3. All prior Resolutions in conflict herewith are hereby appealed.

Section 4. This Resolution shall take effect and be in force from and after its passage and publication in *The Manhattan Mercury*.

ADOPTED this 18th day of May, 2026

BOARD OF COMMISSIONERS
OF RILEY COUNTY, KANSAS

Kathryn Focke, Chair

John Ford, Chair

Greg McKinley, Member

ATTEST:

Rich Vargo, Riley County Clerk



**Counselor and Administrative
Services**
Staff Update

Jacob Hansen
County Counselor
115 N 4th Street
Manhattan, KS 66502
785-565-6844

STAFF REPORT

FROM: Shannon Sterling, Legal Assistant

MEETING: May 18, 2026

SUBJECT: Staff Update

PRESENTER: Jacob Hansen, County Counselor

The County Counselor's Office plays a unique and active role in many of Riley County's ongoing projects and activities. We work closely with the staff of the various County departments to implement the goals and priorities of the County Commission.

Our activities frequently include negotiating contracts and other documents on behalf of the County, coordinating with state and federal regulators, working with private businesses and our local government partners on matters involving the County, and assessing and responding to potential and ongoing litigation. We are also responsible for preparing draft resolutions for consideration by the County Commission and frequently work with other County Departments in the assembly of information requested by the Commission.

ONGOING TASKS

Our office participates in several ongoing tasks, which include the following:

- Assist County departments with responses to Kansas Open Records Act requests
- Advise upon interpretation of County policies and procedures
- Review and approve department contracts as to form
- Assist with human resources matters
- Advise department heads and the County Commission on the interpretation of Kansas law as it applies to the County
- Conduct and supervise the County's tax foreclosure sale
- Assist with delinquent tax collection activities, including obtaining and maintaining enforceable judgments against non-paying taxpayers

CURRENT PROJECTS

In addition to our ongoing duties, the County Counselor's Office actively participates with County staff to address any and all legal issues surrounding county projects. These may include, but are not limited to, negotiation of project contracts, resolution of disputes between parties, advice concerning compliance, and other matters. A partial list of projects recently completed or currently being worked upon follows.

- Assist with reorganization
- Data Center and BESS moratorium
- Review and revise legal policies
- First Christian Church
- 3 On-Going Nuisance Abatement Cases in District Court
- Prepare procedural process granted to Riley County under Senate Bill 384 (2024 Chpt. 72)
- Keats Sewer Project
- Advise Department on Zoning and Federal laws
- Review benefit district legal issues
- Prepare comprehensive legal memorandum regarding sewer benefit districts
- Process and submit Prosecutorial notices for violation of County regulations
- Monitor current records and evaluation of multiple cases for tax retrieval
- Research land lease requirements of county land to private individuals
- Research and prepare matters for the Kansas Supreme Court
- Review legislative proposals provided by department heads
- Coordinate with RCPD on statutorily mandated matters regarding the County
- Advise officials on procurement matters
- Advise on employment law matters to department heads

Enclosures:

None



Health
Agreement/Contract

David Adams
Interim Health Department Director
2030 Tecumseh Rd
Manhattan, Ks 66502
(785) 776-4779

COMMISSION AGENDA REPORT

FROM: David Adams, Emergency Services Director

MEETING: May 18, 2026

SUBJECT: Memorandum of Agreement with Ft. Riley

PRESENTER: David Adams, Emergency Services Director

BACKGROUND

This is a Memorandum of Agreement between Riley County Health Department and the United States Army Garrison, Ft. Riley for the Women, Infants and Children (WIC) Clinic.

DISCUSSION

This MOA allows the Riley County WIC staff to continue to operate out of an office in Ft. Riley. Riley County WIC staff provide services for Riley County, Pottawatomie County as well as clients in Ft. Riley.

FISCAL IMPACT

No new fiscal impact, this is already budgeted.

RECOMMENDATION(S)

Staff recommend the Board of County Commissioners approve the Memorandum of Agreement between Riley County and United States Army Garrison -Ft. Riley.

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:

W805R0-26008 WIC MOA, WIC Special Use License_signed

MEMORANDUM OF AGREEMENT
BETWEEN
THE UNITED STATES ARMY GARRISON (USAG) FORT RILEY
AND
RILEY COUNTY, KANSAS
FOR
OPERATION OF THE WOMEN, INFANTS, AND CHILDREN (WIC) PROGRAM ON FORT
RILEY
AGREEMENT NUMBER IM-W805R0-26008

This is a memorandum of agreement (MOA) between the USAG Fort Riley and Riley County, Kansas. When referred to collectively, the USAG Fort Riley and Riley County are referred to as the “Parties.”

1. **BACKGROUND:** WIC is a public health program (“Program”) designed to influence lifetime nutrition and healthy behaviors. It provides nutrition and health education, healthy foods, breastfeeding education, and health referral services to eligible WIC recipients. Riley County WIC staff serve all of Riley County, Pottawatomie County, and Fort Riley clients with remote and in-person appointments.

2. **AUTHORITIES:** 10 U.S. Code § 2567 - Space and services: provision to WIC offices.

3. **PURPOSE AND SCOPE:** To establish terms and conditions between the Parties to provide WIC to all qualifying Fort Riley beneficiaries. Riley County’s institution and continuation of the Program is contingent upon full funding of the Program by Kansas Department of Health and Environment (KDHE). Riley County reserves the right at all times hereunder to terminate the Program if such KDHE funding becomes stagnant, is reduced or eliminated.

4. **RESPONSIBILITIES OF THE PARTIES:**

4.1. The USAG Fort Riley will—

4.1.1. Provide a sponsor for the WIC staff and maintain a continuing liaison with a designated Fort Riley Education Services representative to discuss problems, pertinent issues, and concerns relating to Program operation.

4.1.2. Provide access to the facility during agreed-upon days and hours of operation, including any necessary coordination for after-hours or special event access.

4.1.3. Provide facilities and office spaces to conduct all WIC business including confidential interactions between WIC staff and WIC participants.

4.1.4. Provide custodial and maintenance support of sweeping and mopping of floor, and assistance with identifying, reporting, and completing maintenance needs.

4.1.5. Provide basic utilities necessary for Program operation, including electricity, heating/cooling, lighting, and access to restrooms for staff and participants.

SUBJECT: OPERATION OF THE WIC PROGRAM ON FORT RILEY

4.1.6 Ensure facility complies with applicable health, safety, fire, and accessibility requirements, including compliance with the Americans with Disabilities Act.

4.1.7. Provide appropriate signage and wayfinding within the facility and public the Program using installation media outlets.

4.1.8. Keep the Program apprised of installation policies, procedures, and situational conditions.

4.2. Riley County will—

4.2.1. File for renewal of Garrison Commander's license annually.

4.2.2. Appoint and designate an institution representative to maintain a continuing liaison with the USAG Fort Riley ESO.

4.2.3. Provide WIC services on site Monday-Thursday 0730-1700, in accordance with Riley County holiday and inclement weather days.

4.2.4. Provide all internet, equipment, and supplies as needed to conduct all WIC business.

4.2.5. Provide staff to complete all WIC business including:

4.2.5.1. Determining participant eligibility.

4.2.5.2. Issuing cards or benefits and stock accountability.

4.2.5.3. Providing nutrition education and counseling.

4.2.5.4. Providing all required information regarding fiscal and program administration, including time sheet and affidavits of actual expenditures.

4.2.5.5. Following WIC policies and procedures.

4.2.5.6. Making appropriate health services or referrals available to participants.

4.2.5.7. Training, monitoring, and investigating retail vendors.

4.2.5.8. Maintaining vendor files.

4.2.5.9. Assuring documentation for all functions.

4.2.5.10. Conduct outreach, education, and recruitment activities to promote awareness of Program services, coordinate referrals with installation and community partners, and ensure eligible individuals have access to WIC services.

SUBJECT: OPERATION OF THE WIC PROGRAM ON FORT RILEY

5. PERSONNEL: Each Party is responsible for all costs of its personnel including pay and benefits, support, and travel. Each party is responsible for supervision and management of its personnel.

6. GENERAL PROVISIONS:

6.1. POINTS OF CONTACT (POCS). The following POCs will be used by the Parties to communicate matters concerning this MOA. Each Party may change its POC upon reasonable notice to the other Party.

6.1.1. For the USAG Fort Riley—

6.1.1.1. Catherine Vollertsen, Installation Agreements Manager, (520) 674-1270, catherine.s.vollertsen.civ@army.mil

6.1.1.2. Jimmy Neal II, Agreements Management Analyst, (520) 692-0249, jimmy.l.neal.civ@army.mil

6.1.2. For Riley County—

6.1.2.1. Kaylyn Speth, WIC Supervisor, kspeth@rileycountyks.gov, (785)776-4779 x7618

6.1.2.2. Diane Creek, Health Director, dcreek@rileycountyks.gov, (785)776-4779 x7639

6.2. CORRESPONDENCE. All correspondence to be sent and notices to be given pursuant to this MOA will be addressed, if to the USAG Fort Riley, to—

6.2.1. US Army Garrison Resource Management, 253 Cameron Avenue, Fort Riley, KS 66442

and, if to the Riley County, to—

6.2.2. WIC Program, 2101 Claflin Road, Manhattan, KS 66502

or as may from time to time otherwise be directed by the Parties.

6.3. REVIEW OF AGREEMENT. This MOA will be reviewed no less often than mid-point on or around the anniversary of its effective date in its entirety. If there are substantial changes, then the agreement will be reviewed in its entirety. Failure to review this MOA will not constitute breach of the MOA.

6.4. MODIFICATION OF AGREEMENT. This MOA may only be modified by the written agreement of the Parties, duly signed by their authorized representatives.

6.5. DISPUTES. Any disputes relating to this MOA will, subject to any applicable law, Executive Order, or DoD issuance, be resolved by consultation between the Parties.

SUBJECT: OPERATION OF THE WIC PROGRAM ON FORT RILEY

6.6. TERMINATION OF AGREEMENT. This MOA may be terminated by either Party by giving at least 180 days' written notice to the other Party. The MOA may also be terminated at any time upon the mutual written consent of the Parties.

6.7. TRANSFERABILITY. This MOA is not transferable except with the written consent of the Parties.

6.8. ENTIRE AGREEMENT. It is expressly understood and agreed that this MOA embodies the entire agreement between the Parties regarding the MOA's subject matter, thereby merging and superseding all prior agreements and representations by the Parties with respect to such subject matter.

6.9. EFFECTIVE DATE. This MOA takes effect beginning on the day after the last Party signs.

6.10. EXPIRATION DATE. This MOA expires on March 31, 2035.

6.11. NO THIRD PARTY BENEFICIARIES. Nothing in this MOA, express or implied, is intended to give to, or will be construed to confer upon, any person or entity not a party any remedy or claim under or by reason of this MOA and this MOA will be for the sole and exclusive benefit of the Parties.

6.12. SEVERABILITY. If any term, provision, or condition of this MOA is held to be invalid, void, or unenforceable by a governmental authority and such holding is not or cannot be appealed further, then such invalid, void, or unenforceable term, provision, or condition shall be deemed severed from this MOA and all remaining terms, provisions, and conditions of this MOA shall continue in full force and effect. The Parties shall endeavor in good faith to replace such invalid, void, or unenforceable term, provision, or condition with valid and enforceable terms, provisions, or conditions which achieve the purpose intended by the Parties to the greatest extent permitted by law.

6.13. OTHER FEDERAL AGENCIES. This MOA does not bind any federal agency, other than the Parties, nor waive required compliance with any law or regulation.

6.14. MANDATORY STATEMENTS BY WIC. KDHE requires the following language be included in this agreement:

6.14.1. As a prospective lower tier participant, the subcontractor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in the transaction by any Federal department or agency and will promptly notify the State Agency if it is debarred or suspended in the future.

6.14.2. The subcontractor certifies to the best of their knowledge that no Federal funds provided through a grant award or contract shall be given or received in exchange for the making of a campaign contribution. No part of the funds provided through this contract shall be used to influence or attempt to influence an officer or employee of any agency or

SUBJECT: OPERATION OF THE WIC PROGRAM ON FORT RILEY

member of Legislature regarding any pending legislation or the awarding, extension, continuation, renewal, amendment of modification or any government contract, grant, loan or cooperative agreement.

6.14.3. Local Agency hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), Age Discrimination Act of 1975 (42 U.S.C. 610 et seq.); all provisions required by the implementing regulations of the Department of Agriculture; Department of Justice Enforcement Guidelines; and FNS directives and guidelines to the effect that no person shall, on the ground of race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity for which the Agency receives Federal financial assistance.

7. ATTACHMENT: Garrison Commander's License

AGREED:

For Riley County, KS—

For the USAG Fort Riley—

Kaylyn Speth
Riley County WIC Supervisor

GERALD A. NUNZIATO, JR.
COL, CA
Commanding

(Date)

(Date)

Mid-Point Review Due Date: _____

Mid-Point Review completed by: _____

GARRISON COMMANDER'S LICENSE
BETWEEN
U.S. ARMY GARRISON, FORT RILEY AND
Riley County, Kansas

The GARRISON COMMANDER, hereinafter referred to as the Grantor, under the authority of Army Regulation 405-80 (Granting Use of Real Estate), having found that the granting of this GCL will not be against the public interest, hereby grants to **Riley County, Kansas for the purpose of providing WOMEN, INFANTS & CHILDREN (WIC) services**, with its principal office located at the **Riley County Health Department, 2101 Claflin Rd, Manhattan, Kansas 66502**, hereinafter referred to as the Grantee, a GCL to/for **office space in Bldg 210, 210 Custer Ave, Fort Riley Kansas 66442**, as identified in **Exhibit A**, attached hereto and made a part hereof, hereinafter referred to as the Premises.

THIS GARRISON COMMANDER'S LICENSE (GCL) is granted subject to the following conditions.

1. TERM

This GCL is granted for a term of one year, beginning 1DEC2025, but revocable at will by the Garrison Commander. This GCL shall terminate one year from the date of signature. The Grantee has no right to renew this GCL.

2. CONSIDERATION

The consideration for this License shall be the construction, operation and maintenance of the Premises for the benefit of the general public in accordance with the terms and conditions hereinafter set forth. As the approval official for this short-term GCL IAW AR 405-80, paragraphs 3-3(a)(4)(c)(4) and 3-1(g), I have determined that no fair market value consideration is required from the Grantee for this GCL. This determination is based on: 10USC2567 Space and services: provision to WIC Office which authorizes the allotment of space on a military installation when the following conditions are met: 1)WIC office provides services solely to members of the armed forces assigned to the installation, civilian employees of the Department of Defense employed at the installation, or dependents of such, 2) space is available on the installation,3) operation of the WIC office will not hinder military mission requirements, and 4)the security situation at the installation permits the presence of a non-Federal entity on the installation. Having met those conditions and in recognition that the Grantee will require no additional Army financial or logistical support; the administrative costs of assessing the appropriate fair market value of this use of Army land and processing that payment outweigh the expected fair market value for this GCL; and this GCL is beneficial to the morale and welfare of the Fort Riley community, the Garrison Commander concludes that waiving consideration is in the best interest of the Army.

3. UTILITIES

Utilities—including lighting, heating, cooling, and electricity, as well as basic internet access and local telephone service—are provided by the Grantor under this GCL IAW AR 210–22, paragraph 3-3(c), as authorized support services for a qualifying Non-Federal Entity (NFE), as well as 10USC2567 sec (b)(1). Such utilities are essential to the operation of the Grantee on Fort Riley.

4. NOTICES

All correspondence and notices to be given pursuant to this GCL shall be addressed, if to the Grantee to 2101 Claflin Rd, Manhattan Kansas 66502; and if to the Garrison Commander, 500 Huebner Avenue, Fort Riley, Kansas 66442; or as may from time to time otherwise be directed by the parties. Notice shall be deemed to have been duly given if and when enclosed in a properly sealed envelope, or wrapper, addressed as aforesaid, and deposited, postage prepaid, in a post office regularly maintained by the United States Postal Service.

5. AUTHORIZED REPRESENTATIVES

Except as otherwise specifically provided, any reference herein to Garrison Commander, or "said officer" shall include their duly authorized representatives.

6. SUPERVISION BY THE GARRISON COMMANDER

The use and occupancy of the Premises shall be subject to the general supervision and approval of the **Fort Riley Garrison Commander** hereinafter referred to as said officer, and subject to such rules and regulations as may be prescribed from time to time by said officer.

7. APPLICABLE LAWS AND REGULATIONS

The Grantee shall comply with all applicable Federal, State, county, and municipal laws, ordinances, and regulations wherein the premises are located. The Grantee shall maintain its status as a qualifying NFE on Fort Riley IAW the Standard Operating Procedure (SOP) for NFEs on Fort Riley (most recently updated 31 January 2025).

8. PROTECTION OF PROPERTY

The Grantee shall keep the premises in good order and in a clean, safe condition. The Grantee shall be responsible for any damage that may be caused to property of the United States by the activities of the Grantee under this GCL and shall exercise due diligence in the protection of all property located on the premises against fire or damage from all other causes. Any property of the United States damaged or destroyed by the Grantee incident to the exercise of the privileges herein granted shall be promptly repaired or replaced by the Grantee to a condition satisfactory to the Garrison Commander or his designee.

9. NON-DISCRIMINATION

The Grantee shall not discriminate against any person or persons, or exclude them from participation in the grantee's operations, programs, or activities because of race, color, religion, sex, age, handicap, or national origin in the conduct of operations on the premises. The Grantee will comply with the Americans with Disabilities Act and attendant Americans with Disabilities Act Accessibility Guidelines (ADAAG) published by the Architectural and Transportation Barriers Compliance Board. The Grantee will comply with Department of Justice rules on non-discrimination.

10. ENVIRONMENTAL PROTECTION

a. Within the limits of their respective legal powers, the parties to this GCL shall protect the premises against pollution of its air, ground, and water. The grantee shall comply with any laws, regulations, conditions, or instructions affecting the activity hereby authorized if and when issued by the Environmental Protection Agency, or any Federal, State, interstate, or local governmental agency having jurisdiction to abate or prevent pollution. The disposal of any toxic or hazardous materials within the premises is specifically prohibited. Such regulations, conditions, or instructions in effect or prescribed by the Environmental Protection Agency, or any Federal, State, interstate, or local governmental agency, are hereby made a condition of this GCL. The Grantee shall not discharge waste from the premises in such a manner that the discharge will contaminate streams or other bodies of water or otherwise become a public nuisance.

b. The Grantee will use all reasonable means available to protect the environment and natural resources, and where damage nonetheless occurs from the Grantee's activities, the Grantee shall be liable to restore the damaged resources.

c. The Grantee must obtain approval in writing from the Garrison Commander before any pesticides or herbicides are applied to the premises.

11. RESTORATION

On or before the expiration of this GCL or its termination by the Grantor, the Grantee shall vacate the premises, remove any property of the Grantee, and restore the premises to a condition satisfactory to the Grantor. If, however, this GCL is revoked, the Grantee shall vacate the premises, remove said property and restore the premises to its prior condition within such time as the Garrison Commander may designate. In either event, if the Grantee shall fail or neglect to remove its property and restore the premises, then, at the option of the Garrison Commander, the property shall either become the property of the United States without compensation thereof, or the Garrison Commander may cause the property to be removed, and no claim for damages against the United States or its officers or agents shall be created by or made on account of such removal and restoration work. The Grantee shall also pay the United States on demand any sum which may be expended by the United States after the expiration, revocation, or termination of this GCL in restoring the premises.

12. DISCLAIMER

This GCL is effective only insofar as the rights of the United States in the premises are concerned; and the Grantee shall obtain any permit or license which may be required by Federal, State, or local statute in connection with the use of the premises.

13. OTHER

Grantee shall notify Jennifer Miller at (520)945-2310 or jennifer.a.miller238.civ@army.mil of any requested exceptions to the terms of this GCL, or if it wishes to make any adjustments to the terms listed herein.

IN WITNESS WHEREOF, I have hereunto set my hand by authority of the Garrison Commander, this day of

Gerald A. Nunziato, Jr.
Colonel, CA
Commanding

THE GRANTEE accepts all terms of this GCL this 18th day of September, 2025.



Encl.
Floor Plan Bldg 210 space
Grantee's Certificate of Authority
or Corporate Certificate to Insure



County Clerk and Elections
Budget

David Adams
Emergency Services Director
1115 Charles Little Road
Manhattan, KS 66502
785-565-6591

COMMISSION AGENDA REPORT

FROM: Brittany Phillips, Budget and Finance Officer

MEETING: May 18, 2026

SUBJECT: FFY27 WIC Budget Application

PRESENTER: David Adams, Emergency Services Director

BACKGROUND

The Kansas WIC Program receives funding from the U.S. Department of Agriculture (USDA) on a Federal Fiscal Year (FFY) basis (October 1 through September 30). Local WIC Agencies (LA) are funded by these federal funds for the costs needed to administer the program.

LA are required to submit a WIC Local Agency Application and Budget to the State Agency (SA) each FFY. The SA will review the budget, and once the budget review process is complete, funding amounts are determined based on the availability of federal funds and allocated to the LA through contracts. LA allocations may be adjusted during the FFY due to funding changes.

The deadline to submit the FFY2027 is May 31, 2026.

DISCUSSION

The request to the State Agency includes ideal budget to maintain high level of services.

USDA reports that every \$1.00 spent on WIC has saved as much as \$3.13 in health care costs during the first two months after an infant's birth. WIC infuses over \$1.5 million in federal funds into the program area's retail food economy each year. The benefits of this economic boost extend beyond WIC families to the local economy. There are 10 grocery stores authorized to accept WIC in the Riley County program area, including 5 within Manhattan.

FISCAL IMPACT

We plan to request a total of \$1,302,311 in the FFY2027 WIC Budget. We plan to request a total of \$29,621 for BFPC FFY27.

The reasons for initial increase compared to anticipated expenses include:

- Increased employee salary expenses in FY2026 (potential COLA, merit increases, and benefits)

The State Agency provided guidance that there will be a new funding formula applied to local agencies that is focused on caseload and number of clinics served.

RECOMMENDATION(S)

Recommend approving the submission of the FFY27 Local Agency Application and Budget.

POSSIBLE MOTION(S)

Move to approve the FFY27 Local Agency Application and Budget as presented.

Move to deny

Move to modify

Move to table

No action required.

The Board agreed by consensus to

ENCLOSURES:

FFY27 WIC Grant Budget, FFY27 BFPC WIC Grant Budget

Riley County Health Department
2030 Tecumseh Road
Manhattan, Kansas 66502-3541

Grant: WIC
Grant Period: WIC FFY2027

GRANT APPLICATION
County : Riley
Form Name: WIC FFY2027 NSA

KGMS Administrator(s)
Aubrey Richardson, Diane Creek, Kaylyn Speth

KGMS Fiscal Officer(s)
AJ Gamino, Brevia Spencer, Kaylyn Speth

WIC Headeer

FFY2027 WIC APPLICATION-NSA

Address

Mailing Address of Applicant Agency [if different] (Please include City, State, and Zip code)

2101 Claflin Rd, Manhattan, Kansas 66502

County of Residence for Applicant Agency

Riley

Please define your Service Area by checking the box for all counties where your agency provides WIC services.

- | | | | | |
|-------------------------------------|------------------------------------|--------------------------------------|--|-------------------------------------|
| <input type="checkbox"/> Allen | <input type="checkbox"/> Doniphan | <input type="checkbox"/> Jackson | <input type="checkbox"/> Morris | <input type="checkbox"/> Saline |
| <input type="checkbox"/> Anderson | <input type="checkbox"/> Douglas | <input type="checkbox"/> Jefferson | <input type="checkbox"/> Morton | <input type="checkbox"/> Scott |
| <input type="checkbox"/> Atchison | <input type="checkbox"/> Edwards | <input type="checkbox"/> Jewell | <input type="checkbox"/> Nemaha | <input type="checkbox"/> Sedgwick |
| <input type="checkbox"/> Barber | <input type="checkbox"/> Elk | <input type="checkbox"/> Johnson | <input type="checkbox"/> Neosho | <input type="checkbox"/> Seward |
| <input type="checkbox"/> Barton | <input type="checkbox"/> Ellis | <input type="checkbox"/> Kearny | <input type="checkbox"/> Ness | <input type="checkbox"/> Shawnee |
| <input type="checkbox"/> Bourbon | <input type="checkbox"/> Ellsworth | <input type="checkbox"/> Kingman | <input type="checkbox"/> Norton | <input type="checkbox"/> Sheridan |
| <input type="checkbox"/> Brown | <input type="checkbox"/> Finney | <input type="checkbox"/> Kiowa | <input type="checkbox"/> Osage | <input type="checkbox"/> Sherman |
| <input type="checkbox"/> Butler | <input type="checkbox"/> Ford | <input type="checkbox"/> Labette | <input type="checkbox"/> Osborne | <input type="checkbox"/> Smith |
| <input type="checkbox"/> Chase | <input type="checkbox"/> Franklin | <input type="checkbox"/> Lane | <input type="checkbox"/> Ottawa | <input type="checkbox"/> Stafford |
| <input type="checkbox"/> Chautauqua | <input type="checkbox"/> Geary | <input type="checkbox"/> Leavenworth | <input type="checkbox"/> Pawnee | <input type="checkbox"/> Stanton |
| <input type="checkbox"/> Cherokee | <input type="checkbox"/> Gove | <input type="checkbox"/> Lincoln | <input type="checkbox"/> Phillips | <input type="checkbox"/> Stevens |
| <input type="checkbox"/> Cheyenne | <input type="checkbox"/> Graham | <input type="checkbox"/> Linn | <input checked="" type="checkbox"/> Pottawatomie | <input type="checkbox"/> Sumner |
| <input type="checkbox"/> Clark | <input type="checkbox"/> Grant | <input type="checkbox"/> Logan | <input type="checkbox"/> Pratt | <input type="checkbox"/> Thomas |
| <input type="checkbox"/> Clay | <input type="checkbox"/> Gray | <input type="checkbox"/> Lyon | <input type="checkbox"/> Rawlins | <input type="checkbox"/> Trego |
| <input type="checkbox"/> Cloud | <input type="checkbox"/> Greeley | <input type="checkbox"/> Marion | <input type="checkbox"/> Reno | <input type="checkbox"/> Wabaunsee |
| <input type="checkbox"/> Coffey | <input type="checkbox"/> Greenwood | <input type="checkbox"/> Marshall | <input type="checkbox"/> Republic | <input type="checkbox"/> Wallace |
| <input type="checkbox"/> Comanche | <input type="checkbox"/> Hamilton | <input type="checkbox"/> McPherson | <input type="checkbox"/> Rice | <input type="checkbox"/> Washington |
| <input type="checkbox"/> Cowley | <input type="checkbox"/> Harper | <input type="checkbox"/> Meade | <input checked="" type="checkbox"/> Riley | <input type="checkbox"/> Wichita |
| <input type="checkbox"/> Crawford | <input type="checkbox"/> Harvey | <input type="checkbox"/> Miami | <input type="checkbox"/> Rooks | <input type="checkbox"/> Wilson |
| <input type="checkbox"/> Decatur | <input type="checkbox"/> Haskell | <input type="checkbox"/> Mitchell | <input type="checkbox"/> Rush | <input type="checkbox"/> Woodson |
| <input type="checkbox"/> Dickinson | <input type="checkbox"/> Hodgeman | <input type="checkbox"/> Montgomery | <input type="checkbox"/> Russell | <input type="checkbox"/> Wyandotte |

How many clinic sites does your agency operate

2

Name and address for additional clinics

	Name	Address, City, State & Zip code
1	Irwin Army Community Hospital	210 Custer Ave Fort Riley KS 66442
2	Pottawatomie County	1911 Grandview St Wamego KS 66547

3		
4		
5		
6		
7		
8		
9		
10		
11		
12		

Upload Organizational chart for all WIC staff

Upload Organizational chart for all WIC staff using the **UPLOAD** tab in application. (Upload as many as needed)

Contract Information:

Contract Information:

Must be sent to Facility Administrator of the Agency

• **Authorized Signatory Name:**

Diane Creek

• **Authorized Signatory Title:**

Health Director

• **Authorized Signatory Email:**

dcreek@rileycountyks.gov

• **Does your agency require a wet signature?**

Yes

No

• **Would your office like to receive a draft contract for review?**

Yes

No

• **Name and email to send the draft copy to**

kspeth@rileycountyks.gov

• **Name, Title, and Email of the person(s) to contact for contract non-compliance communications**

Kaylyn Speth, WIC Coordinator, kspeth@rileycountyks.gov

• **Please provide the name and email for the following parties :**

o **WIC Coordinator:**

Kaylyn Speth, kspeth@rileycountyks.gov

o **WIC Nutrition Services Coordinator:**

Lori Fortin, lfortin@rileycountyks.gov

o **WIC Breastfeeding Coordinator:**

Cathrine Jones, cjones@rileycountyks.gov

o **WIC Designated Breastfeeding Expert [DBE] :**

Cathrine Jones, cjones@rileycountyks.gov

o **WIC Civil Rights Coordinator:**

Kaylyn Speth, kspeth@rileycountyks.gov

Fiscal:

Upload Documents for each category as applicable: (Use the Upload Tab in Application.)

Uploads

- Sub-Contracted Services [Contracts/MOUs with additional Clinic locations]
- Contractor Agreements [RDs /RDNs/IBCLCs/BFPCs]
- Inter-Agency Agreements
- Benefits Calculator
- WIC Space Use Calculator
- Budget Justification Explanation
- Indirect cost rate plan
- Indirect approval letters

Vendor Management:

• How many WIC-authorized vendors does your agency oversee?

10

Please provide the name(s) and email(s) of the WIC Vendor Manager for your agency.

	Name	Email Address
1	Rebecca Potvin	rpotvin@rileycountyks.gov
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		

• Do you have the capacity to monitor all vendors in your service area?

- Yes
- No

o If no, what are your plans for conducting monitoring?

Nutrition and Client Services

Nutrition and Client Services :

• RD/RDN Name(s)

Lori Fortin Cathrine Jones Abigail Shimkus Kristi Legarreta Rebecca Potvin

• Are your RD/RDN(s) employed by the Agency or contractors?

- Agency
- Contractor

o If Applicant selects Contractor – Please provide the average hours worked.

0

o If Applicant selects Contractor – Please provide the contracted period.

N/A

• Does the RD/RDN(s) have the capacity to complete all high-risk nutrition education appointments?

- Yes
 No

Please answer yes or no and provide your reasoning.

[Empty text box for reasoning]

• Does your agency complete remote certifications?

- Yes
 No

o If Applicant selects Yes - How does your agency obtain measurements for remote certifications?

[Empty text box for measurements]

• How much time (in number of minutes) do you schedule for the following appointments?

Mom and new baby certification
Additional time added per client
Additional time added per client
Additional time added per client

New certification for individual client
Recertification for individual client
Mid-certification for individual client

• Describe any additional details about how your clinic schedules or blocks time for appointments.

[Empty text box for details]

Miscellaneous

Miscellaneous

• Please verify that your KWIC Information is up to date for all participating facilities.

- Updated
 Not Updated

• When was the Applicant Agency's last Management Evaluation? (Enter Date)

03/04/2026-03/05/2026

• During your last Management Evaluation, was your agency required to submit a Corrective Action Plan?

- Yes
 No

• Did your agency submit the Corrective Action Plan within 30 days?

- Yes
 No

• Was your agency able to successfully implement that Corrective Action Plan within 90 days?

- Yes
 No
 NA

• Please list all Applicant Agency staff who are a member of a State-Agency-led WIC Committee or Workgroup, the committee's name, and the duration of the committee/workgroup.

Lori Fortin, Nutrition Education Committee, Abigail Shimkus, Modernization Committee Kaylyn Speth, Funding Formula Workgroup Kaylyn Speth, Food Package Workgroup Kaylyn Speth, KWIC Super User Workgroup

• Please list all Applicant Agency staff who are a member of a Non-State-Agency-led WIC Committee or Workgroup, the committee's name, and the duration of the committee/workgroup

Kaylyn Speth, National WIC Association Mountain Plains LA Representative, Semi-monthly

Sub-Heading: WIC Updates

Sub-Heading: WIC Updates

• Do staff regularly attend or review the Monthly LA Update presentations?

- Yes
- No
- Sometimes

Kaylyn Speth

• Do staff regularly attend or review the Monthly LA Coordinator calls?

- Yes
- No
- Sometimes

Kaylyn Speth

Budget Section

ONLY a budget must be submitted.

Employee Services (Salary)

Description	Request	Total (Request + Match)
Rebecca Potvin	\$93,804.29	\$93,804.29
Jennifer McCowan	\$58,158.14	\$58,158.14
Amelia Posligua	\$26,804.70	\$26,804.70
Charity Robinson	\$51,043.58	\$51,043.58
Kaylyn Speth	\$93,631.20	\$93,631.20
Cathrine Jones	\$93,804.29	\$93,804.29
Deborah Banks	\$58,158.14	\$58,158.14
Lori Fortin	\$112,811.38	\$112,811.38
Abigail Barr-Donnelly	\$77,526.80	\$77,526.80
Khristi Shell	\$63,554.31	\$63,554.31
Kristi Legarreta	\$88,429.08	\$88,429.08
	\$817,725.91	\$817,725.91

Employee Services (Benefits)

Description	Request	Total (Request + Match)
FICA	\$62,426.37	\$62,426.37
Unemployment	\$1,060.84	\$1,060.84
Health Insurance	\$192,828.12	\$192,828.12
KPERS	\$86,417.68	\$86,417.68
	\$342,733.01	\$342,733.01

Direct Costs (Agency Operations)

Description	Request	Total (Request + Match)
Training	\$8,000.00	\$8,000.00
Mileage	\$300.00	\$300.00
Advertising	\$3,000.00	\$3,000.00
Medical Supplies	\$7,500.00	\$7,500.00
Office Supplies	\$2,500.00	\$2,500.00
Educational Supplies	\$2,500.00	\$2,500.00
Equipment Under \$1500	\$1,500.00	\$1,500.00
Equipment Over \$1500	\$4,000.00	\$4,000.00
Repairs & Servicing	\$1,500.00	\$1,500.00
Communications (Phone and Internet)	\$2,750.00	\$2,750.00
Postage	\$200.00	\$200.00
Printing	\$4,500.00	\$4,500.00
Rent	\$720.00	\$720.00
Interpreter	\$5,000.00	\$5,000.00
Insurance - Work Comp	\$1,550.00	\$1,550.00

	\$45,520.00	\$45,520.00
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Indirect Costs (Agency Operations)

Description	Request	Total (Request + Match)
Indirect Administrative Costs	\$96,332.32	\$96,332.32
	\$96,332.32	\$96,332.32

Consultant and Contractual Services (WIC only)

Description	Request	Total (Request + Match)
No data to display		
	\$0.00	\$0.00

Request	Grand Total
\$1,302,311.24	\$1,302,311.24

Notes:

No Notes Created

Grant Application History:

Date Entry	Process Name	Details	User Name
5/6/2026 3:38:52 PM	UnlockFromUser	bphillips1 on 5/6/2026 3:05:58 PM	KKJEX56
5/6/2026 3:04:04 PM	UnlockFromUser	kspeth on 4/30/2026 1:35:11 PM	KKJEX56
4/30/2026 10:31:16 AM	Return To Queue		kspeth
4/30/2026 9:59:05 AM	Grant Created		kspeth

Riley County Health Department
2030 Tecumseh Road
Manhattan, Kansas 66502-3541

Grant: WIC
Grant Period: WIC FFY2027

GRANT APPLICATION
County : Riley
Form Name: WIC FFY2027 BFPC

KGMS Administrator(s)
Aubrey Richardson, Diane Creek, Kaylyn Speth

KGMS Fiscal Officer(s)
AJ Gamino, Brevia Spencer, Kaylyn Speth

Header

WICFFY2027-BFPC Application

Coordinator Information

Name of BFPC(s)

Amelia Posligua

Name of BFPC Supervisor

Cathrine Jones

Covered Counties / Service Area (Check all that Apply)

- | | | | | |
|-------------------------------------|------------------------------------|--------------------------------------|--|-------------------------------------|
| <input type="checkbox"/> Allen | <input type="checkbox"/> Doniphan | <input type="checkbox"/> Jackson | <input type="checkbox"/> Morris | <input type="checkbox"/> Saline |
| <input type="checkbox"/> Anderson | <input type="checkbox"/> Douglas | <input type="checkbox"/> Jefferson | <input type="checkbox"/> Morton | <input type="checkbox"/> Scott |
| <input type="checkbox"/> Atchison | <input type="checkbox"/> Edwards | <input type="checkbox"/> Jewell | <input type="checkbox"/> Nemaha | <input type="checkbox"/> Sedgwick |
| <input type="checkbox"/> Barber | <input type="checkbox"/> Elk | <input type="checkbox"/> Johnson | <input type="checkbox"/> Neosho | <input type="checkbox"/> Seward |
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| <input type="checkbox"/> Brown | <input type="checkbox"/> Finney | <input type="checkbox"/> Kiowa | <input type="checkbox"/> Osage | <input type="checkbox"/> Sherman |
| <input type="checkbox"/> Butler | <input type="checkbox"/> Ford | <input type="checkbox"/> Labette | <input type="checkbox"/> Osborne | <input type="checkbox"/> Smith |
| <input type="checkbox"/> Chase | <input type="checkbox"/> Franklin | <input type="checkbox"/> Lane | <input type="checkbox"/> Ottawa | <input type="checkbox"/> Stafford |
| <input type="checkbox"/> Chautauqua | <input type="checkbox"/> Geary | <input type="checkbox"/> Leavenworth | <input type="checkbox"/> Pawnee | <input type="checkbox"/> Stanton |
| <input type="checkbox"/> Cherokee | <input type="checkbox"/> Gove | <input type="checkbox"/> Lincoln | <input type="checkbox"/> Phillips | <input type="checkbox"/> Stevens |
| <input type="checkbox"/> Cheyenne | <input type="checkbox"/> Graham | <input type="checkbox"/> Linn | <input checked="" type="checkbox"/> Pottawatomie | <input type="checkbox"/> Sumner |
| <input type="checkbox"/> Clark | <input type="checkbox"/> Grant | <input type="checkbox"/> Logan | <input type="checkbox"/> Pratt | <input type="checkbox"/> Thomas |
| <input type="checkbox"/> Clay | <input type="checkbox"/> Gray | <input type="checkbox"/> Lyon | <input type="checkbox"/> Rawlins | <input type="checkbox"/> Trego |
| <input type="checkbox"/> Cloud | <input type="checkbox"/> Greeley | <input type="checkbox"/> Marion | <input type="checkbox"/> Reno | <input type="checkbox"/> Wabaunsee |
| <input type="checkbox"/> Coffey | <input type="checkbox"/> Greenwood | <input type="checkbox"/> Marshall | <input type="checkbox"/> Republic | <input type="checkbox"/> Wallace |
| <input type="checkbox"/> Comanche | <input type="checkbox"/> Hamilton | <input type="checkbox"/> McPherson | <input type="checkbox"/> Rice | <input type="checkbox"/> Washington |
| <input type="checkbox"/> Cowley | <input type="checkbox"/> Harper | <input type="checkbox"/> Meade | <input checked="" type="checkbox"/> Riley | <input type="checkbox"/> Wichita |
| <input type="checkbox"/> Crawford | <input type="checkbox"/> Harvey | <input type="checkbox"/> Miami | <input type="checkbox"/> Rooks | <input type="checkbox"/> Wilson |
| <input type="checkbox"/> Decatur | <input type="checkbox"/> Haskell | <input type="checkbox"/> Mitchell | <input type="checkbox"/> Rush | <input type="checkbox"/> Woodson |
| <input type="checkbox"/> Dickinson | <input type="checkbox"/> Hodgeman | <input type="checkbox"/> Montgomery | <input type="checkbox"/> Russell | <input type="checkbox"/> Wyandotte |

Does the BFPC work another role in WIC?

- Yes
 No

Summarize the agency's need for the BFPC program.

The BFPC program supports our breastfeeding education efforts by giving clients one on one education and support during their pregnancy and while breastfeeding. They have convenient and timely access to breastfeeding support via text, phone, and clinic visits.

Describe planned working location for the BFPC.

Our BFPC has a private office at both clinic locations: In Fort Riley, the breastfeeding room is set up with computer and phone to conduct appointments. In Manhattan, the BFPC has private office with phone and computer.

Describe types of contacts the BFPC will make and any other planned duties.

BFPC uses office phones and BFPC cell phone line for calls, cell phone for text, email, and clinic visits to meet and communicate with clients. BFPC is present at the WIC breastfeeding class. BFPC assists with World Breastfeeding Week activities, and breastfeeding promotion throughout the year.

Describe the plan for referrals by the BFPC to the designated breastfeeding expert (DBE) or other clinic staff.

The BFPC can schedule appointments for the DBE (LC/RD) in KWIC and sends email referrals as needed for high risk clients.

Did you have a breastfeeding peer counselor (BFPC) in the previous federal fiscal year?

Yes

No

a. If Applicant selects Yes - Describe any situation that would have caused lower numbers of BFPC contacts in the previous year if BFPC was on leave or position was vacant for part of the year.

We previously had 2 BFPCs: 1 fulfilling 15 hours per week and the other 30 hours per week, divided between 2 clinics. Our BFPC at 30 hours no longer qualified for the BFPC position, and we were not able to fill the position due to budget restrictions. The current BFPC at 15 hours per week has a lower caseload. Referrals are screened for need and interest.

Budget Section

ONLY a budget must be submitted.

BFPC Employee Services (Salary)

Description	Request
Amelia Posligna BFPC	\$20,803.80
	\$20,803.80

BFPC Employee Services (Benefits)

Description	Request	Request Total
FICA	\$1,606.04	\$1,606.04
Health Insurance	\$4,960.88	\$4,960.88
State Unemployment	\$27.29	\$27.29
KPERS	\$2,223.26	\$2,223.26
	\$8,817.47	\$8,817.47

Indirect Costs (Agency Operations)

Description	Request	Total (Request + Match)
No data to display		
	\$0.00	\$0.00

Consultant and Contractual Services (WIC only)

Description	Request	Total (Request + Match)
No data to display		
	\$0.00	\$0.00

Request	Grand Total
\$29,621.27	\$29,621.27

Notes:

No Notes Created

Grant Application History:

Date Entry	Process Name	Details	User Name
5/6/2026 3:04:00 PM	UnlockFromUser	kspeth on 4/30/2026 11:28:52 AM	KKJEX56
4/30/2026 10:49:45 AM	Return To Queue		kspeth
4/30/2026 9:59:04 AM	Grant Created		kspeth



**Riley County Emergency
Services**
Personnel

David Adams
Emergency Services Director
1115 Charles Little Rd
Manhattan, Ks 66502
785-565-6591

COMMISSION AGENDA REPORT

FROM: David Adams, Emergency Services Director

MEETING: May 18, 2026

SUBJECT: Position Descriptions for EMS Division Chief and Deputy Chief

PRESENTER: David Adams, Emergency Services Director

BACKGROUND

Updated Position Descriptions of the EMS Division Chief and Deputy Chief

DISCUSSION

These Position Descriptions reflect the updated roles and responsibilities for the EMS Leadership team under the new consolidated Department of Emergency Services.

FISCAL IMPACT

None as the budget was approved during the reconsolidation proceedings.

RECOMMENDATION(S)

Staff recommend the Board of County Commissioners approve the updated Position Descriptions as presented.

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:

Divison Chief EMS Position Description, Deputy Chief of EMS Position Description, 2026-08 Emerg Serv Div
Cheif EMS PAF, 2026-08 Emerg Serv Deputy Cheif EMS PAF

RILEY COUNTY, KANSAS JOB DESCRIPTION

Job Title: DIVISION CHIEF of EMS

Department: Emergency Services

Reports To: Emergency Services Director

Pay Grade: DD

FLSA Status: Exempt

Division: EMS

Status: Full Time

Position Summary: The Division Chief is a senior leader of Riley County EMS and is accountable to the Emergency Services Director (ESD) for the overall performance, compliance, and direction of the service. The Division Chief acts with independent judgment on operational matters within county policy and the ESD's general direction. Significant budget commitments, major policy changes, or matters with broad county impact are coordinated with the ESD. The Division Chief holds authority over operations, personnel, and regulatory matters, and serves as the agency's designated Service Director with the Kansas Board of EMS.

The Division Chief, Deputy Chief, and ESD coordinate inter-agency emergency response coverage, and the establishment of cooperative working relationships to achieve operational objectives. The Division Chief responds to emergency incidents and when necessary, assumes command and control of those incidents.

The Division Chief represents the agency in external interactions with the media, civic organizations, citizens groups, and other governmental agencies for the dissemination of EMS and emergency services information, in coordination with the Deputy Chief and the Emergency Services Director (ESD).

ESSENTIAL FUNCTIONS:

- Serves as the designated Service Director for Riley County, KS.
- Ensures compliance with state and federal EMS regulations, licensing, documentation, and reporting requirements.
- Directs deployment strategies, staffing, and asset/resource allocation to meet system performance goals and county service expectations
- Serves in a command staff role at major emergencies and in a declared disaster
- Supervises jointly with the Deputy Chief, all day-to-day EMS operations across all county service areas, ensuring consistent, high-quality care delivery and response readiness.
- Directs jointly with the Deputy Chief, shift supervisors, ensuring coverage and operational efficiency, adherence to policies, and compliance with clinical and administrative standards.
- Manages jointly with the Deputy Chief, the department's quality assurance/quality improvement (QA/QI) program in partnership with the Medical Director.
- Administers Riley County personnel regulations, coordinating with the ESD and Human Resources.
- Works with the ESD to create, implement, and manage strategic planning for RCEMS
- Assures compliance with EMS best practices.

SECONDARY FUNCTIONS:

- Assists the ESD in developing and implementing the department's strategic and operational plans consistent with the County's mission and Emergency Services goals.
- Provides effective leadership that communicates philosophy, objectives, goals, mission, vision and plans for improvement and growth to all employees.
- Maintains positive and professional relationship with local emergency service providers, hospital administrators, and with physicians and other health care providers.
- Attends local, county and state meetings and participates in various industry specific organizations to serve as a resource for current emergency medical practices within the healthcare and emergency services industry.
- Attend various EMS and emergency services training or seminars necessary to perform the functions of the job.
- Acts as a Paramedic and participates in patient care as needed.
- Other duties as assigned.

POSITION REQUIREMENTS:

Education: Bachelor's degree in EMS, Health or Business-related fields preferred.

Created May 2026

License(s)/Certifications: Certified by the Kansas Board of EMS (KSBEMS) as a Paramedic prior to hire. Certified in Advanced Cardiac Life Support, Emergency Pediatric Care, and Advanced Medical Life Support. Complete a department approved Basic Life Support program within 6 months (180 days) of hire date. NIMS/ICS command level training as directed by the ESD within 6 months of hire. Instructor credentials in Advanced Medical Life Support, Emergency Pediatric Care, and Emergency Vehicle Operator Course within 6 months of hire. A valid Kansas Non-Commercial Class C Driver's license is required. Successful completion of a multi-faceted leadership curriculum with an emphasis in personnel management, organizational development, financial literacy, and strategic planning.

Experience: 10 years of experience in Emergency Medical Services/Ambulance preferred. 7 years progressing in a supervisory/leadership role in the previously mentioned emergency service/ambulance activities is preferred.

Applicable combination of experience and education will be considered in lieu of the above requirements.

Skills: Demonstrated ability in supervision and effective relationship building. Able to exercise good judgment in emergency medical services, making appropriate decisions that could affect most of the population of the county. Able to establish rapport with individuals and groups, including supervisors, public officials, and legislators to secure cooperation and support of programs. Must consider the consequences of typically diverse viewpoints and establish a common understanding. Must be able to set goals, develop and implement new policies and administrative methodology. Must have 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, including professional training and written reports to local, state, and federal offices.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and smell. The employee must regularly lift and/or move up to 75 pounds and during emergency situations lift and/or move up to 150 pounds. Employee must drive County vehicles long distances, across the county, on paved and unpaved surfaces. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

Must be willing and have the ability to work such hours as are necessary to accomplish the job requirements, remain awake for long periods of time (including 24 hour periods) under strenuous situations, remain on-call 24 hours a day for defined periods such as alternating weekends, attend meetings, seminars, and conferences during or after work hours, travel out of town or out of state for several days at a time, work under adverse conditions such as those inherent in emergency situations, consistently follow through with duties/assignments and work harmoniously with subordinates and superiors.

Work Environment: The work environment characteristics described here are representative of those an employee encounters 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 frequently exposed to blood, body fluids, fumes, or airborne particles, and sharp objects potentially contaminated with blood borne pathogens or other infectious agents. The employee may be required to work around dangerous equipment or in uncontrolled, volatile, or unpredictable situations. Will experience severe adverse weather conditions. Work under stress in a high pace, high demand environment while leading and coordinating multiple activities simultaneously. The noise level in the work environment is typically low but can be moderate to very high.

Must reside within Riley County within 60 days of hire date.

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, KANSAS JOB DESCRIPTION

Job Title: DEPUTY CHIEF of EMS**Department:** Emergency Services**Reports To:** Emergency Services Director**Pay Grade:** CC**FLSA Status:** Exempt**Division:** EMS**Status:** Full Time

Position Summary: The Deputy Chief of EMS is a senior leader of Riley County EMS and is accountable to the Emergency Services Director (ESD) for the overall performance, compliance, and direction of the service. The Deputy Chief acts with independent judgment on operational matters within county policy and the ESD's general direction. Significant budget commitments, major policy changes, or matters with broad county impact are coordinated with the ESD. The Deputy Chief holds authority over operations, personnel, and regulatory matters, and serves as the designated Assistant Service Director and Program Manager with the Kansas Board of EMS.

The Deputy Chief, Division Chief, and ESD coordinate inter-agency emergency response coverage, and the establishment of cooperative working relationships to achieve operational objectives. The Division Chief responds to emergency incidents and when necessary, assumes command and control of those incidents.

The Deputy Chief may represent the agency in external interactions with the media, civic organizations, citizens groups, and other governmental agencies for the dissemination of EMS and emergency services information, in coordination with the Division Chief and the Emergency Services Director (ESD).

ESSENTIAL FUNCTIONS:

- Serves as the designated Program Manager and Service Assistant Director with the Kansas Board of EMS
- Collaborates with internal and external resources in the design, development, and implementation of education program(s).
- Directs procurement, equipment management, and technology systems
- Serves in a command staff role at major emergencies and in a declared disaster
- Supervises jointly with the Division Chief, all day-to-day EMS operations across all county service areas, ensuring consistent, high-quality care delivery and response readiness.
- Directs jointly with the Division Chief, shift supervisors, ensuring coverage and operational efficiency, adherence to policies, and compliance with clinical and administrative standards.
- Manages jointly with the Division Chief, the department's quality assurance/quality improvement (QA/QI) program in partnership with the Medical Director.
- Administers Riley County personnel regulations, coordinating with the ESD and Human Resources.
- Works with the ESD to create, implement, and manage strategic planning for RCEMS
- Assures compliance with EMS best practices.

SECONDARY FUNCTIONS:

- Assists the ESD in developing and implementing the department's strategic and operational plans consistent with the County's mission and Emergency Services goals.
- Provides effective leadership that communicates philosophy, objectives, goals, mission, vision and plans for improvement and growth to all employees.
- Maintains positive and professional relationship with local emergency service providers, hospital administrators, and with physicians and other health care providers.
- Attends local, county and state meetings and participates in various industry specific organizations to serve as a resource for current emergency medical practices within the healthcare and emergency services industry.
- Attend various EMS and emergency services training or seminars necessary to perform the functions of the job.
- Acts as a Paramedic and participates in patient care as needed.
- Other duties as assigned.

POSITION REQUIREMENTS:**Education:** Bachelor's degree in EMS, Health or Business-related fields preferred.

Created May 2026

License(s)/Certifications: Certified by the Kansas Board of EMS (KSBEMS) as a Paramedic prior to hire. Certified in Advanced Cardiac Life Support, Emergency Pediatric Care, and Advanced Medical Life Support. Complete a department approved Basic Life Support program within 6 months (180 days) of hire date. NIMS/ICS command level training as directed by the ESD within 6 months of hire. Instructor credentials in Advanced Medical Life Support, Emergency Pediatric Care, and Emergency Vehicle Operator Course within 6 months of hire. A valid Kansas Non-Commercial Class C Driver's license is required. Successful completion of a multi-faceted leadership curriculum with an emphasis in personnel management, organizational development, financial literacy, and strategic planning.

Experience: 7 years of experience in Emergency Medical Services/Ambulance preferred. 5 years progressing in a supervisory/leadership role in the previously mentioned emergency service/ambulance activities is preferred.

Applicable combination of experience and education will be considered in lieu of the above requirements.

Skills: Demonstrated ability in supervision and relationship building. Able to exercise good judgment in emergency medical services and making appropriate decisions that could affect most of the population of the county. Able to establish rapport with individuals and groups, including supervisors, public officials, and legislators to secure cooperation and support of emergency programs. Must consider the consequences of typically diverse viewpoints and establish a common understanding. Must be able to set goals, develop and implement new policies and administrative methodology. Must have 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, including professional training and written reports to local, state, and federal offices.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform 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 required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and smell. The employee must regularly lift and/or move up to 75 pounds and during emergency situations lift and/or move up to 150 pounds. Employee must drive County vehicles long distances, across the county, on paved and unpaved surfaces. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

Must be willing and have the ability to work such hours as are necessary to accomplish the job requirements, remain awake for long periods of time (including 24 hour periods) under strenuous situations, remain on-call 24 hours a day for defined periods such as alternating weekends, attend meetings, seminars, and conferences during or after work hours, travel out of town or out of state for several days at a time, work under adverse conditions such as those inherent in emergency situations, consistently follow through with duties/assignments and work harmoniously with subordinates and superiors.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to blood, body fluids, fumes, or airborne particles, and sharp objects potentially contaminated with blood borne pathogens or other infectious agents. The employee may be required to work around dangerous equipment or in uncontrolled, volatile, or unpredictable situations. Will experience severe adverse weather conditions. Work under stress in a high pace, high demand environment while leading and coordinating multiple activities simultaneously. The noise level in the work environment is typically low but can be moderate to very high.

Must reside within Riley County within 60 days of hire date.

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 David Adams, 5/14/2026

● Elizabeth Ward, Final Approval

Internal Position Details (not displayed on job posting)

Company Riley County, KS	Position Template Division Chief EMS	Work Location Office Building
Job ID 1369744	Salary \$5,038.99	Supervisor Position Yes
Pay Grade --	EEO Class --	Workers Compensation --
Cost Center 1 County General [1]	Cost Center 2 Emerg Serv	Cost Center 3 --
1 Job Slot Full Time		

Supervisor: David Adams

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: \$131,014

Budget for Benefits: \$ 51,750

Total proposed annual budget: \$182,764

Additional Position Comments: _____

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Original document stored in Human Resources

Revised 2023-01

RILEY COUNTY POSITION ACTION FORM

Requisition Approval Process

● Submitted by David Adams, 5/14/2026

● Elizabeth Ward, Final Approval

Internal Position Details (not displayed on job posting)

Company Riley County, KS	Position Template Deputy Chief EMS	Work Location Office Building
Job ID 1369744	Salary \$4,752.01	Supervisor Position Yes
Pay Grade --	EEO Class --	Workers Compensation --
Cost Center 1 County General [1]	Cost Center 2 Emerg Serv	Cost Center 3 --
1 Job Slot Full Time		

Supervisor: David Adams

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: \$123,552

Budget for Benefits: \$ 48,803

Total proposed annual budget: \$172,355

Additional Position Comments: _____

BoCC Chair _____

Date: _____

BoCC Member _____

Date: _____

BoCC Member _____

Date: _____

Original document stored in Human Resources

Revised 2023-01



**Counselor and Administrative
Services**
Resolution

Michael Hawthorne
Assistant County Counselor
115 N 4th Street
Manhattan, KS 66502
785-565-6844

COMMISSION AGENDA REPORT

FROM: Shannon Sterling, Legal Assistant

MEETING: May 18, 2026

SUBJECT: Data Center and Battery Energy Storage System (BESS) Moratorium

PRESENTER: Michael Hawthorne, Assistant County Counselor

BACKGROUND

On April 13, 2026, the Board ordered a six-month moratorium on data centers and battery energy storage centers. The attached resolution accomplishes that.

DISCUSSION

The Board can order a moratorium under its home rule authority, as well as K.S.A. 12-741 et seq. The moratorium has already been ordered but has not yet been implemented. If adopted, the moratorium will be effective upon legal publication.

FISCAL IMPACT

There is no fiscal impact associated with this resolution.

RECOMMENDATION(S)

I recommend the Board sign the resolution as presented.

POSSIBLE MOTION(S)

1. "I move the Board sign the resolution as presented."
2. "I move the Board sign the resolution, with the following changes..."
3. "I move the Board not sign the resolution."
4. The Board agreed by consensus to

ENCLOSURES:
Resolution 051826-

RESOLUTION NO. 051826-__

A RESOLUTION ESTABLISHING AN INTERIM DEVELOPMENT CONTROL AND PROVIDING FOR THE SUSPENSION OF CERTAIN TYPES OF USE APPLICATIONS AND BUILDING PERMITS AND CONSIDERATION ON ANY LAND WITHIN THE UNINCORPORATED AREA OF RILEY COUNTY; AND DIRECTING THAT NEW POTENTIAL AMENDMENTS TO THE RILEY COUNTY LAND DEVELOPMENT REGULATIONS BE REVIEWED AND DEVELOPED.

WHEREAS, the Riley County Land Development Regulations (hereinafter, "LDR") presently does not directly define and address a land use associated with "Data Centers" and "Battery Energy Storage Systems" as herein defined; and

WHEREAS, Kansas statutes authorize counties to establish land development regulations to address their local development concerns and needs; and

WHEREAS, there has been an increased nationwide interest in Data Center and Battery Energy Storage System development and impacts; and

WHEREAS, due to a number of impacts that Data Centers and Battery Energy Storage Systems have or might have on both nearby property owners, the region, and also future development, the Board of County Commissioners recognize that a need exists to further consider, and potentially adopt, additional land development regulations and/or standards that may pertain to such property uses; and

WHEREAS, the time necessary to complete the task of developing, considering, and potentially adopting any specific regulations and/or standards for Data Centers and Battery Energy Storage Systems would likely take multiple months; and

WHEREAS, the time necessary to adopt any regulations and/or standards for Data Centers and Battery Energy Storage Systems could result in an influx of associated Conditional Use applications, Special Use Permit, or Building Permit applications that may not be in the best interests of Riley County; that could be detrimental to the health, safety, and general public welfare of the citizens of Riley County; and, that might be inspired to occur only in an attempt to become established before any new land development regulations and/or standards are adopted which might limit, restrict, or prohibit such development; and

WHEREAS, pursuant to K.S.A. 12-741, et seq., and K.S.A. 19-101, et seq., Riley County has the police power and statutory authority to regulate the conduct of development through this Resolution. This moratorium is a legislative action.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSONERS OF RILEY COUNTY, KANSAS:

SECTION 1.

Within the unincorporated area of Riley County, the consideration and issuance of any

Conditional Use Permits, Special Use Permit, or Building Permits for applications submitted after this Resolution's effective date that would include or involve Data Centers Battery Energy Storage Systems is temporarily suspended as indicated within this Resolution. For purposes of this Resolution, Data Centers shall be generally construed as one or more buildings, facilities or other sites that are constructed, reconstructed, enlarged, remodeled, leased or used to principally house a group of networked computer servers for the storage, processing, management and dissemination of data and information, or a substantially similar use. Battery Energy Storage Systems shall be generally construed as large, modular units composed of rechargeable batteries that can be used independently or in groups to store and later release electrical power generated by another source, maximizing efficiency and reducing costs associated with energy retention

SECTION 2

All Riley County Planning and Development and Riley County Planning Board/Board of Zoning Appeals officials, agencies, staff, agents, commissions, and/or boards charged with the responsibility to review, hear, approve, license, permit, or otherwise authorize the establishment and/or construction of any Data Center or Battery Energy Storage System on property in the unincorporated area of Riley County are directed to suspend the receipt, review, hearing, or granting of such applications, approval, licenses, permits, or authorization for the period stated within this Resolution.

SECTION 3

Riley County Planning and Development staff are directed to review the existing Land Development Regulations. The Riley County Planning Board/Board of Zoning Appeals may then bring forward any proposed Zoning Code amendments pertaining to Data Centers, Battery Energy Storage Systems, and related matters within the Zoning Code pursuant to K.S.A. 12-741, et seq. If deemed appropriate by the Riley County Planning Board/Board of Zoning Appeals (and any applicable sub-committee(s) thereof), potential amendments pertaining to Data Centers, Battery Energy Storage Systems, and related matters may be proposed to be made to the Riley County Together – Comprehensive Plan 2040 (the comprehensive plan for Riley County).

SECTION 4

The interim development control imposed by this Resolution may be extended, amended, or terminated earlier than its expiration date by subsequent resolution approved by the Board of County Commissioners.

SECTION 5

If any section of this Resolution shall be adjudged invalid or held unconstitutional, the same shall not affect the validity of this Resolution as a whole or any part or provision thereof, other than the part so declared invalid or unconstitutional.

SECTION 6

This Resolution shall take effect and be in full force and effect after its adoption and publication in the official county newspaper and shall remain in effect until November 12, 2026. The County Clerk is directed to publish this Resolution once in the official county newspaper.

ADOPTED this ____ day of May, 2026.

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

Kathryn Focke, Chair

Joh Ford, Vice-Chair

ATTEST:

Greg McKinley, Member

RICH VARGO
Riley County Clerk

(SEAL)

**RILEY COUNTY LAW ENFORCEMENT AGENCY
LAW BOARD MEETING
City Commission Meeting Room
1101 Poyntz Ave.
Manhattan, KS
May 18, 2026 12:00 p.m.
Agenda**

I. ESTABLISH QUORUM- Chairperson Focke

II. PLEDGE OF ALLEGIANCE- Deputy Director Freidline

III. GENERAL AGENDA

- A. Additions or Deletions
- B. Public Comment
- C. Fraternal Order of Police Lodge #17 Comments
- D. Board Member Comments
- Pages 1-16 E. Approve April 20, 2026 Law Board Meeting Minutes- Chairperson Focke- *(Vote Required)*
- Pages 17-29 F. 2026 Expenditures- Chairperson Focke- *(Vote Required)*
- Page 30 G. Reports: Synopsis- *(Review)*
 - 1. Monthly
 - a) Average Daily Inmate Population- Major French
 - b) Monthly Crime Report- Major Jager
 - 2. Quarterly
 - a) 1st Quarter Seizure & Forfeiture Report (84.1.8)- Major Jager
 - b) 1st Quarter Traffic Accident & Enforcement Analysis (61.1.1 A & C)- Major Hajek
- Page 31 H. Policy 33.4.5 Prior Basic Law Enforcement Training- Deputy Director Freidline- *(Vote Required)*
- Pages 32-48 I. 2026 Cash Receipts- Finance Manager Reifschneider- *(Discussion)*
- Page 49 J. 2026 Adjusted Financial Journal Entries- Finance Manager Reifschneider- *(Discussion)*
- Pages 50-56 K. RCPD Related County Expenditures- Finance Manager Reifschneider- *(Discussion)*
- Pages 57-59 L. April 2026 Financial Report Review- Finance Manager Reifschneider- *(Discussion)*
- Page 60 M. Update of Agency Accounts & Investments- Finance Manager Reifschneider- *(Discussion)*
- Pages 61-62 N. 2027 Special Alcohol Fund Grant Agreement- Deputy Director Freidline- *(Vote Required)*
- Pages 63-66 O. Discussion on Cost Recovery for Police Services at Non-Governmental Events- Major Hajek- *(Discussion)*
- Pages 67-68 P. 2027 Budget Development- Director Peete, Deputy Director Freidline & Staff- *(Discussion)*
- Pages 69-77 Q. Approve 2027 Budget for Publication- Director Peete & Board- *(Vote Required)*
- Pages 78-123 R. Executive Session- *(Vote Required)*
 - 1. Non-Elected Personnel Matters
 - 2. Attorney Client Privilege
- Pages 124-129 S. Adjournment

Riley County Law Enforcement Agency (Law Board) Meetings are open to the public. Agenda items may be viewed on the Riley County Police Department website at <http://rileycountypolice.org/law-board>. In order to comply with provisions of the Americans with Disabilities Act (ADA), the Riley County Law Enforcement Agency will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact Executive Offices Manager Nichole Glessner at (785) 537-2112, ext. 2468, for assistance.

The Meeting of the Riley County Law Enforcement Agency will be televised live on local Cox Cable Channel 3, on the City of Manhattan's website at <http://cityofmhk.com/tv>. A recording will be made available on the City website after the meeting.



RILEY COUNTY POLICE DEPARTMENT

To reduce crime and improve the quality of life for the citizens we serve

Riley County Law Enforcement Agency Law Board Meeting

**Monday, May 18, 2026
12:00 p.m.**

City Commission Chambers
1101 Poyntz Avenue
Manhattan, Kansas

Contact Director Peete with any questions
(785) 537-2112 ext. 2468

**RILEY COUNTY LAW ENFORCEMENT AGENCY
LAW BOARD MEETING
City Commission Meeting Room
1101 Poyntz Ave.
Manhattan, KS
April 20, 2026 12:00 p.m.
Minutes**

Members Present: Chairperson Kathryn Focke Vice Chairperson Greg McKinley
Member Craig Beardsley Member Kaleb James (Left at 12:34 p.m.)
Member Wes Maupin Member Jim Morrison
Secretary Barry Wilkerson

Absent: Major Mark French

Staff Present: Director Brian Peete Deputy Director Erin Freidline
Major Daryl Ascher Major Scott Hajek
Major Brad Ingalls Major Brad Jager
Major Greg Steere
Finance Manager Jennifer Reifschneider

Recorder: Executive Offices Manager Nichole Glessner, Riley County Police Department
(RCPD or Department)

- I. Establish Quorum:** By Chairperson Focke at 12:00 p.m.
- II. Pledge of Allegiance:** Director Peete led the Riley County Law Enforcement Agency (Law Board or Board) in the Pledge of Allegiance.

III. General Agenda:

A. Additions or Deletions: Member Morrison wished to ensure that the Board had time to discuss the budget provisions without additional requests to which Chairperson Focke noted that there is no end time to the meeting.

B. Public Comment: None.

C. Fraternal Order of Police Lodge #17 Comments: Corporal Rachel Pate, Vice President of the Fraternal Order of Police (FOP) Lodge #17, addressed the Board, noting that as this marks the beginning of budget discussions, she appreciated the opportunity to speak on behalf of the men and women of the RCPD.

Corporal Pate stated that this year's budget, like every year, is ultimately about people: both the employees who serve and the community that relies on them. Investing in the workforce, she said, helps ensure safer streets and a department that can meet growing demands. RCPD officers serve 24 hours a day, seven days a week, 365 days a year, a commitment that often comes at personal cost. When staffing levels are low, the

burden on those who remain increases, leading to missed holidays, family time, and extended hours that contribute to fatigue and burnout.

To maintain a strong and effective Department, she stressed the importance of remaining competitive and stated that a reasonable cost of living adjustment (COLA) is critical to retain experienced officers and attract the next generation. Without it, the Department risks falling behind and undoing progress made through the recent salary survey. Corporal Pate respectfully asked for the Law Board's support in providing a fair COLA, emphasizing that it is an investment in stability, recruitment, retention, and the long-term safety of the community.

D. Quarterly Community Advisory Board Update: Drew Jankord, Vice Chairperson of the RCPD Community Advisory Board (CAB), briefed the Law Board on recent RCPD Community Advisory Board activities, including leadership transitions, 2027 RCPD budget discussions, and strategic planning priorities focused on violent crime reduction, victim services, and trauma informed training. The CAB also discussed immigration enforcement perceptions, homeless services coordination, traffic enforcement visibility, the Department's multiyear strategic plan, and operational planning for Fake Patty's Day 2026.

Additional discussions included the relaunch of the RCPD Citizens' Academy, the Aggieville substation relocation, jail capacity, and efforts to expand CAB representation, including K-State student involvement and outreach to the Latino community.

E. Board Member Comments: None.

F. Approve March 16, 2026 Law Board Meeting Minutes: Vice Chairperson McKinley moved to approve the March 16, 2026 Law Board Meeting minutes as presented. Member Beardsley seconded the motion. Chairperson Focke polled the Board and the motion passed with Beardsley, Focke, James, Maupin, McKinley, Morrison, and Wilkerson voting in favor, and no one voting against. The motion passed 7-0.

G. 2026 Expenditures: Member Morrison inquired about expenditures for legal fees, noting that the summary of expenses reflects over \$22,000 in that category. He wished to know how this total was calculated, stating that while there are referenced sheets for the Law Office of Michael Gillespie, he did not see a full breakout of other bills to support the total.

Finance Manager Reifschneider directed the Board to pages 17–28, which provide a detailed breakdown of all individual bills. She explained that these expenses are coded under account 6 and include fees for Arthur-Green Attorneys at Law, Clark, Mize & Linville, and the Law Office of Michael Gillespie, to name a few. The account is categorized as legal and accounting and also includes miscellaneous costs such as notary fees and payments to the Secretary of State for administrative services.

Deputy Director Freidline noted that RCPD exceeded its retainer hours with Arthur-Green Attorneys at Law, resulting in higher legal bills for the month. She explained that the additional costs were incurred while working with Director Peete on initiatives requiring further legal guidance. The monthly retainer and approximately \$8,000 in additional services were deemed prudent.

Secretary Wilkerson moved to approve the 2026 Expenditures. Member James seconded the motion. Chairperson Focke polled the Board and the motion passed with Beardsley, Focke, James, Maupin, McKinley, Morrison, and Wilkerson voting in favor, and no one voting against. The motion passed 7-0.

H. Promotion Announcement of Corrections Sergeant Tanner Bolton: Director Peete and Deputy Director Freidline announced the promotion of Tanner Bolton to the rank of Corrections Sergeant.

Tanner Bolton began his career with the Riley County Police Department in April 2018 as a Corrections Officer. Throughout his service, he has demonstrated a willingness to learn, maintained a positive attitude, and shown a steady commitment to the Department's mission. He has been a supportive presence for both leadership and his fellow officers, contributing thoughtful input and practical solutions when challenges arise.

Tanner has served as a Corrections Training Officer from August 2021 to June 2024, and again from July 2025 to the present, where he has helped mentor and develop new officers. He also currently serves as a Department Taser Instructor. Throughout his career, Tanner has built the respect of his peers and supervisors through his dependability, teamwork, and willingness to assist others. His continued development and work ethic make him a valued asset to the Department and the community it serves.

Tanner was presented with a Corrections Sergeant badge. He was pinned by his wife, Mika Bolton, and was joined by his daughter, Laci Johnson, and his sons, Theodore and Maverick.

I. Award Presentation

- 1. Life Saving Award Presented to Dispatcher II William McNee:** Director Peete and Deputy Director Freidline presented the RCPD Life Saving Award to Dispatcher II William McNee for his exceptional performance and life-saving actions on November 6, 2025 upon receiving a 911 call from a citizen reporting that her husband had collapsed and was not breathing. Dispatcher McNee's decisive actions, clear communication, and unwavering commitment to duty were instrumental in saving a life.
- 2. Life Saving Award Presented to Police Officer Mitchell Beckwith:** Director Peete and Deputy Director Freidline presented the RCPD Life Saving Award to Police Officer Mitchell Beckwith for his exceptional performance and life-saving actions on January 4, 2026 when responding to a serious vehicle accident, leaving an occupant critically injured. Officer Beckwith's actions were instrumental in saving a life and exemplify courage, professionalism, and dedication to public service.

J. National Property & Evidence Professionals Week: Chairperson Focke explained that this year marks the inaugural observance of Property and Evidence Professionals Week in the State of Kansas. Governor Laura Kelly formally recognized the vital contributions of these dedicated professionals by signing an official proclamation on March 16, 2026. This first-ever statewide acknowledgment reflects Kansas's commitment to honoring individuals who play a crucial role in supporting justice, ensuring accountability, and strengthening public trust.

Although the observance took place April 6–10, 2026, the official state proclamation was not signed in time for recognition at the March Law Board meeting. Therefore, the Board is pleased to recognize these professionals this month.

Chairperson Focke then read the National Property & Evidence Professionals Week proclamation, declaring that the citizens of Manhattan and Riley County observe April 6th through April 10th 2026, as National Property & Evidence Professionals Week, in honor of the contributions of these individuals who demonstrate professionalism, commitment, and service to their agencies and the communities they support. Evidence Supervisor Roxanne Peterson and Evidence Technicians Shannon Blomberg and Dawn Wickizer accepted the proclamation on behalf of the Department.

K. National Correctional Officers Week Proclamation: Chairperson Focke read the National Correctional Officers Week Proclamation declaring that all citizens of Manhattan and Riley County observe the week of May 3rd through May 9th, 2026 as National Correctional Officers Week, in honor of the men and women whose diligence in supervising incarcerated individuals and effectively providing custody and care ensure our public safety. Corrections Lieutenant Jason Deehr accepted the proclamation on behalf of the Department.

L. National Police Week Proclamation: Chairperson Focke read the National Police Week Proclamation declaring that all citizens of Manhattan and Riley County observe the week of May 10th through May 16th, 2026 as National Police Week to commemorate those police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

She further called upon all citizens of Manhattan and Riley County to observe Friday, May 15th, 2026, as Peace Officers Memorial Day in honor of those police officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty. Lieutenant Luke Breault and Officer Josh Berard accepted the proclamation on behalf of the Department.

M. 2026 Cash Receipts: Finance Manager Reifschneider explained that this report provides a breakdown of budget, budget credits and non-budget credits for March, as well as year-to-date credits.

Member Morrison inquired about miscellaneous reimbursements related to training, asking who the reimbursement was from.

Finance Manager Reifschneider clarified that Riley County reimburses 911 funds for dispatcher training. Specifically, when dispatchers complete EMD and EFD recertifications, those costs are reimbursed by Riley County.

N. 2026 Adjusted Financial Journal Entries: Finance Manager Reifschneider discussed the journal entries completed for the month of March. She explained that entries in the packet relate to the Victim Advocate Coordinator position, which is funded through a State of Kansas grant. Each month, these entries are made to properly allocate expenses to the correct grants. These are routine entries that are consistent from month to month.

O. RCPD Related County Expenditures: Finance Manager Reifschneider discussed the RCPD related county expenditures, which consist of four documents received from Riley County. The first two reports reflect seizure fund balances, with one detailing federal seizure fund and the other the state seizure fund. The subsequent pages outline expenditures paid by Riley County on behalf of the RCPD, including facilities, budget, and inmate medical costs.

P. April 2026 Financial Report Review: Finance Manager Reifschneider reviewed the cover sheet and summarized the Department's financial position as of the end of the first quarter. She reported that with the Department 25% through the 2026 fiscal year, total expenditures stand at 24.92%, slightly below the benchmark. Personnel expenditures are at 23.25% expended, approximately \$466,000 under the expected level. Non-personnel expenditures are at 36.68%, about \$442,000 over the mid-year benchmark. When combined, the Department is approximately \$23,000 under budget at this point in the year.

Member Morrison asked how the Department can be approximately \$400,000 under in one category and \$300,000 over in another without having it accounted for separately.

Finance Manager Reifschneider explained that the non-personnel expenditures reflect the timing of payments, as many of the annual contracts are paid in the first quarter. This includes insurance and vehicles, which are front-loaded at the beginning of the year. While this results in higher early expenditures, it is expected and reflects full-year obligations already paid.

Member Morrison asked if the Department projects that spending will align with the budget by year-end.

Finance Manager Reifschneider responded that, in a perfect world, she would expect that to be the case; however, some accounts are underfunded relative to actual anticipated expenses. She noted that quarterly reviews to the Law Board help ensure accountability by identifying accounts that may not be fully aligned with actual costs, particularly as budget discussions continue.

In response to Member Morrison's inquiry, she explained that the approximately \$400,000 underage in personnel costs is primarily due to vacant positions that the Department actively tries to fill.

Deputy Director Freidline said the Department conducted a hiring process in January and successfully onboarded candidates by the end of March. She noted that staffing levels naturally fluctuate due to ongoing vacancies.

Finance Manager Reifschneider continued the March financial review, including fund breakdowns displayed in month-by-month graphs to show spending trends. She noted that additional graphs highlight training and overtime budgets by division, which are used to keep division commanders informed of their spending and to maintain agency-wide oversight. At this point in the year, training expenditures remain low. Overtime varies by division, with some over budget; however, reimbursement from K-State Basketball traffic operations is expected in April.

Finance Manager Reifschneider also reviewed accounts exceeding the 25% benchmark. Insurance (liability) is over benchmark because annual premiums for FY2026 were paid in full upfront. Buildings and Grounds are also higher due to an annual landscaping and mowing contract paid in full in exchange for an upfront discount. Vehicle expenses are above benchmark because all FY2026 vehicle purchases have

already been completed. She added that pages 43–44 of the packet contain the detailed financial reports used to generate the cover sheet and offered to answer any questions.

Member Morrison noted that there were several questions raised last month about investment accounts, proceeds, and related matters that remain unanswered. He asked whether that information would be provided today or at a later date.

Finance Manager Reifschneider responded that the information will be provided in the future. She said some of the easier questions have been answered and forwarded, but more complex items, particularly those involving investments, require coordination with the Department’s auditor and development of internal policy. She noted that she has reviewed other entities’ investment policies and is working through options, but nothing is finalized for Law Board review.

Deputy Director Freidline added that she previously shared information on the computers breakdown and is continuing to review workers compensation and the medical reserve fund. She said insurance renewals occur at different times during the year and the Department is not currently in that cycle. The Department is working with Iron Insurance on vehicle coverage and plans to explore options for the medical reserve fund, including possible investment.

Director Peete added that the Department is also looking at KCAMP as a potential insurance provider, stating that there are limited providers willing to insure law enforcement agencies with a jail. A meeting is scheduled and staff will compare costs prior to bringing options back to the Board.

Q. Approval of Edward Byrne Memorial Justice Assistance Grant: Deputy Director Freidline explained that this is an annual Justice Assistance Grant the Department has applied for several years with Law Board approval. Awards have ranged from about \$18,000 to \$24,000, and this year approximately \$19,908 is available. The Department proposes using the funds to purchase duty issued handguns for new employees and to expand body worn camera capacity for corrections staff, including cameras and a charging kiosk.

She requested approval to apply for the grant and to work with the Board of County Commissioners (BOCC) as the accepting authority if awarded. She noted that although this is the 2025 award, the timeline is delayed, with reimbursement expected in fiscal year 2026. If the cycle returns to normal, another application could open in October 2026.

Secretary Wilkerson moved to approve the Department’s application for the Edward Byrne Memorial Justice Assistance Grant. Member Morrison seconded the motion. Chairperson Focke polled the Board and the motion passed with Beardsley, Focke, Maupin, McKinley, Morrison, and Wilkerson voting in favor, and no one voting against. The motion passed 6-0.

R. Riley County Jail Average Daily Inmate Population: Deputy Director Freidline reported on the jail’s average daily inmate population on behalf of Major French who was absent. She said the population was 113 at the end of March and had increased to 124 as of this morning. She noted that the population fluctuates due to court activity and releases, and while individuals are sentenced or released, others continue to enter the system.

S. Monthly Crime Report: Major Jager provided a summary of the March Monthly Crime Report and year to date trends. He reported that crime in March 2026 was 18% below the five year average. Year to date, Part I crime is up 2.2% from 2025, an increase of about five offenses.

Major Jager reported that Part I violent crime was 44% lower than March of last year and is up by about five incidents year to date. With regard to assaults and batteries, arrests were made in seven of nine cases.

Part I property crime is even with last year (year to date) and remains about 12.9% below the five year average. Burglaries are down overall, though vehicle burglaries increased slightly from last year's low, with nine reported in March.

Motor vehicle theft activity showed the largest increase, with 15 reported incidents, mostly attempted thefts. Four vehicles were taken and later recovered. These cases remain under active investigation with good leads, and no recent incidents have been reported.

Major Jager reported that DUI enforcement, traffic accidents, and preventable traffic accidents remain consistent with typical levels. Calls for service involving mental health continue at expected levels.

T. Fake Patty's Day Analysis 2026: Major Hajek provided a brief overview of this year's Fake Patty's Day activity, noting recent years have established a "new normal" compared with pre COVID trends. He reported that for 2024 through 2026, average calls for service were 508, compared with 489 this year. Citizen initiated calls averaged 174, with 168 recorded this year, which he noted is a positive sign that officers are proactively addressing issues before residents need to call police.

Non-alcohol related reports averaged 49 over the past three years, compared with 48 this year. Citations averaged 286, with 296 issued this year. Custodial arrests averaged 38, compared with 30 this year. Overall, activity levels were largely consistent with recent years.

Major Hajek noted that DUI arrests remain the most concerning metric and are typically the most common arrest on Fake Patty's Day. He added that Kansas State University continues to promote its Safe Ride program, extending hours that day and seeing usage exceed its typical monthly average. He said reducing DUI arrests remains a goal for future events.

U. Operational Staffing: Major Hajek said that as budget discussions approach, he was asked to address a question raised earlier this year by the Board regarding staffing. The question was whether, given that the Department has operated with vacancies, authorized staffing levels could be reduced to match those vacancies.

Major Hajek explained that the Department has four staff categories: sworn, corrections, dispatch, and professional staff. Professional staff remain stable, while the other three are first responders and experience regular turnover due to retirements, resignations, injuries, and other factors. Although staffing fluctuates, vacancy rates remain below national averages, which is due in no small part to the Law Board, which has ensured that Department employees remain appropriately compensated.

He explained that the Department forecasts staffing shortages when retirements or resignations are known, but unexpected losses still occur. He recalled serving as a patrol lieutenant around 2021, when 10 officers

left the Department over a single summer. The departures were unexpected and challenging to recover from in terms of hiring.

Major Hajek stated that current staffing levels are a snapshot and not a stable baseline. He stressed that position vacancies are not held to reallocate funding; the Department is continually hiring. However, the hiring process is time intensive, and new hires take time to become fully operational. Police officers require ten months, corrections officers four months, and dispatchers seven months, so the impact of hiring is not immediately felt. For example, while the jail may show only two vacancies, five employees are in training, so operationally they are down seven.

He said that reducing minimum staffing to match temporary vacancies would not reflect reality or past experience. Instead, it would lock in a permanent deficit and make it more difficult to recover from natural attrition. Using sworn staffing as an example, the authorized level is 113, with 109 currently filled. Over the past 24 months, staffing has ranged from a high of 112 to a low of 106. If the Department were to reduce the authorized staffing level to 109, there is no reason to expect staffing would stabilize at that number. Based on experience, it would likely stabilize lower, such as 103, 106, or even 98, depending on normal fluctuations. This ongoing gap exists due to attrition that the Department continuously works to fill.

Major Hajek discussed Department's efficiency and effectiveness, noting that data and evidence are used to strategically place officers. He compared officer staffing ratios per 1,000 residents across the state and nation to the Department's current level. He explained that matching the state average would require 181 sworn officers (additional 68 officers). He emphasized that the Department is not requesting that number.

Major Hajek went on to state that the Department has continued to meet its mission despite vacancies, but that does not mean it is fully staffed. It means employees have carried heavier workloads, often operating near minimum staffing levels. This has required reallocating resources, such as leaving detective assignments unfilled to staff patrol front line positions. He added that reduced staffing limits proactive work and community engagement, and over time results in fewer officers on the road, fewer jail and dispatch staff, and longer response times. Increased reliance on overtime contributes to burnout, lower morale, and ultimately higher turnover. At that point, it is not just an internal issue, but something that the community starts to feel as well.

He cautioned that reducing authorized staffing to match vacancies would make these strained conditions permanent. Maintaining authorized staffing is not about excess, it is about preserving capacity, supporting personnel, and meeting community demand. He concluded that while the Department has remained successful, it is despite vacancies, not because of them.

Vice Chairperson McKinley asked whether the statewide comparisons include both police and sheriff agencies.

Major Hajek responded that the comparison includes all sworn law enforcement and noted that RCPDs consolidated structure avoids duplicated services. He added that staffing would likely be higher if separate agencies existed.

Member Morrison noted overtime costs appear to exceed the equivalent of the four sworn positions that the Department is short.

Major Hajek responded that patrol overtime is actually down and much of the total reflects reimbursed assignments such as traffic assistance for Kansas State University athletic events, not necessarily staffing shortages. He distinguished between supplemental event work and overtime caused by vacancies.

Director Peete added that the overtime budget has not increased in four years despite salary adjustments.

Secretary Wilkerson wished to clarify that overtime is also driven by unplanned incidents such as homicides and major crimes requiring after hours investigative response.

Major Hajek said that is correct and crime costs money, including the need for extended staffing when major incidents occur. He noted that staff often must respond in the middle of the night and work long hours to resolve these events, which is why the Department emphasizes proactive and preventative efforts, though such incidents cannot be predicted.

Member Beardsley asked whether the pool of qualified law enforcement applicants is shrinking due to the qualification process and background requirements, as well as a decline in the number of individuals applying for positions.

Major Hajek said yes and noted the hiring pool has decreased significantly over time. He recalled that in 2001 he competed against approximately 40 applicants, and a retired captain from 1995 competed against roughly 200. In contrast, a recent hiring process drew only seven applicants for the written exam.

Director Peete added that recent applicant pools for police officer and corrections officer positions have included repeat applicants who were previously not selected. Therefore, they are seeing the same individuals reapply.

V. 2027 Budget Development: Director Peete provided opening remarks and expressed appreciation to the Law Board, Department members, and the community for their continued support. He explained that when he joined the Department and began discussions regarding the salary survey and its implementation, he received overwhelming support for the Department from community members. At the same time, many individuals voiced concerns about rising taxes and asked whether costs could be addressed following implementation of the survey. Director Peete stated that the Department has heard those concerns clearly.

Director Peete explained that current inflation and local debt as it relates to the City's budget have placed the Department under enormous pressure to keep its budget as flat as possible. Best practice for any organizational leader is to look internally. The Department has done that. The Department has received free training for senior supervisors to do modern staffing law enforcement based workload assessments. Prior to this, RCPD contracted with The Arnold Group for a salary survey to ensure that staffing levels and salaries are commensurate with similar size agencies and account for the actual workloads. In his opinion, the Department is where it needs to be where staffing is concerned.

He added that Riley County's population is approximately 72,580. Manhattan generates the majority of calls for service and has about 55,000 residents, though the non-student population is closer to 35,000, or

about 21,677 households in the city. As a regional hub, the city's daytime population reaches roughly 130,000, requiring a law enforcement presence that reflects that demand.

Director Peete stated that the Department annually conducts a Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis, reviews contracts, assesses workloads, and identifies opportunities for operational and workspace consolidation. The Department has pursued grants, reassigned or repurposed positions based on operational needs, renegotiated contracts, collaborated with outside agencies to remain current with law enforcement technology, developed in-house training programs to reduce costs, secured free advanced training opportunities, and maintained a robust succession plan. Staff have even gone above and beyond to procure inmate health insurance. The Department has done a lot to keep costs down by out of the box thinking.

Director Peete explained that public satisfaction with the Department is the highest of any governmental agency in this county and crime rates are among the lowest in the nation and state. He added that the Department is doing this all within its budget. Through the previously mentioned efforts, the Department has identified and reallocated approximately \$1 million while maintaining service levels within budget constraints. He thanked staff leadership and especially the public for their support and reiterated the Department's commitment to keeping the budget as responsible as possible.

Deputy Director Freidline discussed RCPD's consolidated model (including a single facility, unified dispatch services for all first responders, and consolidated correctional operations) which allows the Department to deliver exceptional services and with fewer taxpayer dollars.

She briefly highlighted the efficiency of policing within RCPD, noting the Department has maintained a low crime rate for more than 22 years while serving not only residents, but also a significant daytime population, visitors, and convention attendees. She added that Manhattan regularly hosts conventions and other events, and that both visitors and taxpayers benefit from a safe and secure community.

Finance Manager Reifschneider stated that a common question for the Department is what the cost of policing is and what it should be. She explained that RCPD regularly compares Riley County's law enforcement costs to similarly sized counties by combining all local law enforcement budgets and measuring them against total city and county service costs to create an "apples-to-apples" comparison. Based on that analysis, Riley County falls near the middle of comparable jurisdictions.

Finance Manager Reifschneider explained that the first part of the proposed 2027 budget consists of base adjustments, including employee turnover, benefit changes, and employee merit increases. Turnover resulted in an estimated savings of \$252,496, benefit adjustments increased costs by \$46,104, and merit increases totaled approximately \$556,147. Combined, the net base adjustment is \$349,755, representing a 1.15% increase over the approved 2026 budget.

Deputy Director Freidline explained that the Department uses the Midwest Consumer Price Index (CPI) as its benchmark for cost-of-living adjustments, focusing on the annualized rate as a stable measure of inflation. For 2025, that rate was 2.8%, which is consistent with what local governments are also recognizing. The Department has traditionally used this measure and is presenting it alongside other budget considerations.

She noted that the cost-of-living allowance (COLA) is particularly important for tenured employees, more than 30% of whom are at the top of their pay scale and rely primarily on COLA for increases. With anticipated health insurance premium increases and uncertainty around how much the Department can absorb, she stressed the importance of ensuring employees do not experience a net loss in compensation in 2027 compared to 2026.

Deputy Director Freidline presented several scenarios for consideration: a 2.8% COLA (aligned with CPI), a 1.5% option previously suggested by a Law Board member, and a 0% option. These would result in varying overall budget impacts when combined with merit increases of 1.15%.

She noted prior Law Board guidance on reviewing non-personnel costs and indicated the Department continues to evaluate those accounts, including opportunities to reallocate resources and offset insurance-related increases where possible. However, she would be remiss if she did not mention continued inflationary pressures affecting non-personnel expenses, particularly prisoner food and care costs. Due to rising inmate-related expenses and uncertainty surrounding outside funding assistance, the Department recommends an additional \$40,000 allocation for prisoner food and care in the 2027 budget.

Deputy Director Freidline said that as the Department considers budget priorities, staff is focused on maintaining competitive wages while also managing non-personnel costs such as utilities and insurance, which continue to rise. She also noted efforts to minimize the future budget impact of certain Department programs.

She discussed ongoing efforts to reallocate resources and renegotiate contracts to maximize current funding, as well as continued evaluation of “need versus want” items. However, she acknowledged that many of these costs will continue to increase. After shifting resources to priority needs and aligning accounts more closely with actual expenses, the Department remains approximately \$380,000 short in additional funding needs to align those accounts with actual expenses, though staff continue to work on closing that gap.

Deputy Director Freidline also discussed the Department’s mental health co-responder program and ongoing partnership with Pawnee Mental Health Services. She noted that, with the expansion of 988 services and Pawnee’s mobile crisis response, which is now operating three teams on a near 24/7 schedule, many mental health calls are being diverted through dispatch, 988, and mobile crisis services.

The Department is recommending discontinuation of the co-responder contract in 2027, with those funds reallocated to other needs, and a greater reliance on city and county assistance for continued funding of Pawnee and its programs. She explained that, while the program has been valuable, it is appropriate to reassess ongoing needs and consider other options.

Three budget options were presented to the Board for 2027:

Option 1 includes base adjustments, a proposed 2.8% COLA, and a \$40,000 increase to the prisoner food and care account, resulting in a 3.42% increase over the approved 2026 budget, or 2.84% after carryover is applied.

Option 2 includes base adjustments, a 1.5% COLA, and a \$40,000 increase to the prisoner food and care account, resulting in a 2.45% increase over the approved 2026 budget, or 1.86% after carryover is applied.

Option 3 includes base adjustments, no COLA, and a \$40,000 increase to the prisoner food and care account, resulting in a 1.28% increase over the approved 2026 budget, or 0.70% after carryover is applied.

Chairperson Focke asked whether the Department has explored options to reduce food costs, such as food recovery programs.

Deputy Director Freidline responded that the corrections assistant actively seeks cost-saving opportunities, including vendor closeouts and bulk purchase deals when available. She noted that, with more than 100 inmates receiving three meals per day, the Department regularly takes advantage of discounted surplus items. She cited a recent purchase of soap for inmates at \$0.09 per bar. She added that the intent is not to change the menu or do anything extravagant, but rather to acknowledge ongoing cost increases and the need for an additional \$40,000 in the prisoner food and care line item.

Chairperson Focke agreed that food costs have increased and continue to rise. She suggested exploring additional resources, such as the Food and Farm Council or potential surplus food opportunities, including programs like Kansas State University's Training Table, if available. She indicated the Department may wish to investigate similar options.

Member Morrison stated that Budget Option 1 would not be supported by the community. He noted that population and sales tax in Riley and Pottawatomie Counties have not grown. In his view, maintaining a flat mill levy should not result in a budget increase. Instead, it should remain closer to prior-year spending levels, with only limited consideration of valuation growth.

He stated support for a "zero based" approach, funding at prior year levels unless new needs are clearly justified, but acknowledged that government budgets often face competing demands. While he supported priorities such as officer pay, officer safety, and inmate care, he opposed automatic increases tied to valuation growth alone.

He concluded that Budget Option 1 is unacceptable, Option 3 is acceptable, and suggested a possible middle ground between Options 2 and 3 that would better balance taxpayer impact and funding needs.

Secretary Wilkerson discussed the importance of maintaining consistency across entities and noted that COLA decisions have generally been aligned. He stated that if the County approves a 2.8% COLA, it would not be appropriate to provide RCPD 1.5%, and vice versa. He felt it is important to have some consistency among the City, County and RCPD with respect to the COLA.

Chairperson Focke said she was unsure what action the County will take but noted a number of tax exemptions in the County, including those for property owners, Kansas State University, NFAF, IRB funds, RHID, and others. She said it is difficult to keep up with that, but emphasized the need to retain good employees, noting that this is the primary purpose of a COLA.

Member Beardsley said that the Department has worked hard to ensure fairness in employee wages and to retain staff, noting it is more efficient and cost-effective to keep employees than to replace them. He agreed

with previous comments made by Board members but expressed greater concern about controlling the overall budget impact if costs continue to grow. He suggested the Department may need to consider management strategies such as delaying the filling of certain positions or other operational adjustments.

Director Peete responded that those are considerations the Department is evaluating. He explained that the budget is now very constrained, with limited ability to make further reductions. He stated that RCPD has responsibly managed its budget and is being asked to make continued cuts. He explained that remaining options are minimal and may require operational tradeoffs. He has been under enormous pressure for the last two years so the City can make its budget. He expressed hope that the same level of frugality and attention to detail that he is being placed under is being applied across the board.

Director Peete added that RCPD continues to focus on best practices, including workload management, staffing efficiency, and maintaining service levels appropriate for the community it serves. He concluded that the Department is operating as responsibly and efficiently as possible within current constraints.

Member Beardsley said that if the Department is at that point, it needs to clearly articulate that to those making budget decisions. He noted that RCPD's responsibility to the City and County budget is primarily to manage what it can internally and focus on the areas it can directly influence.

He added that credibility comes from showing the impacts and consequences of budget decisions rather than attempting to direct other entities' actions. He said that budgets are difficult each year, largely because they are not well understood, and suggested more effort should be made to help explain them in practical terms and break down what makes up the overall numbers. If the Department can clearly demonstrate what is needed to maintain public safety and what tradeoffs are involved, that level of transparency is helpful and understandable.

Director Peete clarified that his passion comes from a desire to ensure alignment, noting the valuable guidance that Member Beardsley and the Board have provided throughout the budget process. He stated that many of the Department's decisions have been shaped by those direct conversations and the shared focus on responsible savings.

He said that when he refers to having "cut to the bone," he recognizes that further reductions are always technically possible, but stated that every organization can always cut deeper. His concern is to ensure that the Law Board understands and continues to trust, while also verifying, that the Department is operating as efficiently and responsibly as possible with the tax dollars entrusted to it. He thanked the Board for their oversight, accountability, and continued engagement in the process.

Member Beardsley agreed that there is pressure, and there will always be pressure. He noted that the county and city commissioners likely face the greatest pressure because they serve on the Board and hear concerns from all sides. He said it is critical that they clearly understand where the budget stands and what the needs are.

He shared that he has had the privilege of riding with RCPD officers and supervisors and has seen firsthand that there are times when additional staffing would be beneficial. He added that the Department has done an exceptional job balancing shifts and adjusting staffing to meet manpower demands. Ultimately, he said, it comes back to communication and articulation, and improving that for everyone would be helpful.

Member Morrison said that, while he is “not a direct mathematician,” the food budget appeared to amount to roughly \$10 per day per prisoner, suggesting food costs may be an area where efficiencies could be explored through alternative purchasing methods. He referenced Harvesters as an example, noting that they have a semi-load of potatoes once a month.

He also said the budget process lacks a clear accounting method for officer positions. While the Department budgets for 113 officers, he argued there is no mechanism ensuring that unused salary funds from vacant positions remain designated for personnel costs rather than being absorbed into what he described as a “slush fund,” making accountability difficult to track.

Director Peete responded that the unused personnel funds are not a “slush fund,” but instead are used to support underfunded operational accounts and contracts. He added that fully maximizing every line item with a fully staffed agency would overtax on taxpayers by an estimated \$1–2 million.

Member Morrison stated that if those funds were not spent, taxpayers should see the savings returned at the end of the year. He argued the current process is more of a spending plan than a detailed budget with defined categories and controls.

Director Peete stated that as a consolidated agency it will never function under a “normal” budgeting model. He noted that, based on his experience working with federal budgets, larger municipal budgets, and various General Accounting standards (including the Yellow Book, Blue Book, and Green Book), he initially expected a more standardized system. However, he acknowledged that even with that background, the structure in place reflects what previous leaders over the past 50 years determined to be the most effective system available. He added that it is likely the closest practical approach achievable under existing laws and constraints. He pointed out the value of oversight provided by the Law Board and noted the importance of the current direction, in which the Law Board approves any money that goes into what is being referred to as a “slush fund.”

Deputy Director Freidline noted that in 2025, the Department worked with the Law Board to develop a memorandum and implemented a practice of seeking Law Board approval prior to reallocating unused personnel funds. She explained that the Department now brings forward requests, typically in the fourth quarter, for items such as vehicle purchases or transfers to reserve accounts for Law Board consideration. She also referenced ongoing discussions regarding insurance, interest bearing accounts, potential salary schedule adjustments, and other long term financial planning strategies intended to support future budgeting efforts.

Director Peete added that the Department has discussed the budget approach with the FOP and staff, acknowledging the pressures facing both the agency and the community. He said the Department’s goal this year is to keep the budget as flat as possible while still honoring merit commitments for employees progressing through the pay structure. He added that Budget Option 3 creates an opportunity for governments to move forward in providing some relief to the community, as long as subsequent governmental budgets stand by that approach.

Chairperson Focke asked how many employees no longer receive merit increases and rely on COLA to keep up with inflation.

Finance Manager Reifschneider responded that 70 out of 227 (approximately 30 percent) of the Department's employees are currently maxed out on the salary chart, meaning that if a COLA is not provided, they will not receive an increase.

Chairperson Focke said that the cost of living has increased significantly, and that providing no cost of living adjustment would be very difficult for employees. She noted that doing so could result in the loss of good staff, which is a concern for her.

Deputy Director Freidline informed the Board that another Law Board meeting is scheduled for May 18, with the option to call a special meeting sooner if needed. She noted there would be the opportunity at the regular May Law Board meeting to further consider the budget. She added that staff can return with additional options if the Board requests further alternatives.

Finance Manager Reifschneider added that the goal is to approve a budget for publication by May 18, which would establish the maximum budget ceiling, noting it may be reduced after publication but cannot be increased.

Member Morrison said he was not prepared to make a budget decision at this time and requested that outstanding questions be addressed before the May meeting. He asked for clarification on items such as where funds are invested, how they are managed, who is in control, and what expenditures have been made.

Secretary Wilkerson added that providing a 0% COLA while the City and County provide one would create a negative perception and said he would oppose that outcome. He addressed the importance of fairness and referenced staffing challenges in the late 1990s and early 2000s, when the Department regularly lost officers to other agencies. He said efforts were made to stop that attrition and stressed the importance of avoiding a return to those conditions, noting the impact on public safety.

Chairperson Focke stated that the Board will consider the discussion and noted that members are welcome to meet with the Director and RCPD staff between now and the May meeting for any additional questions or clarification.

W. Executive Session: At 2:07 p.m., Secretary Wilkerson moved to recess into Executive Session to discuss non-elected personnel matters for 6 minutes, reconvening at 12:13 p.m. Vice Chairperson McKinley seconded the motion. Chairperson Focke polled the Board and the motion passed with Beardsley, Focke, Maupin, McKinley, Morrison, and Wilkerson voting in favor, and no one voting against. The motion passed 6-0.

At 2:14 p.m. the open meeting reconvened.

At 2:14 p.m., Secretary Wilkerson moved to recess into Executive Session to discuss a separate non-elected personnel matter for 15 minutes, reconvening at 12:29 p.m. Member Morrison seconded the motion. Chairperson Focke polled the Board and the motion passed with Beardsley, Focke, Maupin, McKinley, Morrison, and Wilkerson voting in favor, and no one voting against. The motion passed 6-0.

At 2:30 p.m. the open meeting reconvened.

X. Affirmation or Revocation of Discipline: Secretary Wilkerson moved to affirm the Director's disciplinary actions. Member Beardsley seconded the motion. Chairperson Focke polled the Board and the motion passed with Beardsley, Focke, Maupin, McKinley, Morrison, and Wilkerson voting in favor, and no one voting against. The motion passed 6-0.

Y. Adjournment: Member Beardsley moved to adjourn the meeting. Member Morrison seconded the motion. Chairperson Focke polled the Board and the motion passed with Beardsley, Focke, Maupin, McKinley, Morrison, and Wilkerson voting in favor, and no one voting against. The motion passed 6-0. The April 20, 2026 Law Board Meeting adjourned at 2:31 p.m.

Summary of May Expenses

Description	Account	Total
Utilities	04	\$ 7,517.60
Insurance	05	\$ 1,080.00
Legal & Accounting	06	\$ 11,614.20
Training	07	\$ 5,728.05
Postage	08	\$ 93.06
Printing	09	\$ 160.00
Rentals/Maintenance Agreements	10	\$ 1,679.50
Building & Grounds	11	\$ 336.74
Equipment Repair & Maintenance	12	\$ 7,421.37
Vehicle Maintenance	13	\$ 6,387.23
Telephone Lines	14	\$ 3,806.20
Medical Fees	16	\$ 2,196.00
Prisoner Food & Care	17	\$ 42,038.97
Computer Contracts	19	\$ 43,895.61
Contractual Services	20	\$ 86,886.72
Subscriptions & Memberships	22	\$ 815.00
Uniforms & Accessories	23	\$ 3,170.22
Maintenance Supplies	25	\$ 556.86
Fuel & Lubrication	26	\$ 22,492.32
Vehicle Tires	27	\$ 1,659.00
Office Supplies	28	\$ 1,626.61
Replenishment Supplies	29	\$ 2,255.71
Communications Equipment	30	\$ 26.43
Guns & Crime Equipment	31	\$ 47.06
Furniture	32	\$ 171.98
Equipment	33	\$ 13,606.33
Health Insurance	39	\$ 147,000.00
Workers Compensation	40	\$ 9,674.46
	Grand Total:	\$ 423,943.23

RILEY COUNTY POLICE DEPARTMENT

2026 EXPENDITURES

MAY 2026

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
5001	AARMS	20	Jail Accreditation Software	270.00	270.00
5002	ADP LLC	19	Payroll Services	5,850.15	5,850.15
5003	Airteq Systems, Inc	12	Equipment Repair	2,104.47	2,104.47
5004	Arthur-Green Attorneys at Law	06	Legal Fees	5,278.25	
		06	Monthly Retainer	2,750.00	8,028.25
5005	Iron Insurance Partners	05	Workers Comp Triage	1,080.00	1,080.00
5006	Bob Barker Co Inc	17	Inmate Supplies	149.84	
		17	Inmate Supplies	254.58	
		17	Inmate Supplies	206.88	611.30
5007	Dave Bowman	16	Pre-Employment Evals	1,000.00	1,000.00
5008	Burnett Automotive	27	Tires	1,659.00	1,659.00
5009	Candlewood Vet Clinic	20	Animal Care	271.70	271.70
5010	Clark, Mize, & Linville	06	Workers Comp Legal	802.45	
		06	Workers Comp Legal	967.50	1,769.95
5011	Cash-Wa Distributing	17	Inmate Food	1,207.75	
		17	Inmate Food	375.60	
		17	Inmate Food	753.10	
		17	Inmate Supplies	925.50	
		17	Inmate Supplies	34.40	
		17	Inmate Supplies	665.36	
		17	Inmate Supplies	70.45	
		17	Inmate Supplies	59.25	4,091.41

RILEY COUNTY POLICE DEPARTMENT

2026 EXPENDITURES

MAY 2026

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
5012	Dickinson County Jail	17	Inmate Housing	1,350.00	
		17	Inmate Housing	1,350.00	
		17	Inmate Supplies	45.00	2,745.00
5013	Ecolab, Inc	20	Dishwasher Rental	220.00	220.00
5014	EMC Risk Services LLC	40	Stop Loss Fund	7,440.92	7,440.92
5015	Evco Wholesale Food Corp	17	Inmate Food	2,097.65	
		17	Inmate Supplies	205.61	
		17	Inmate Food	2,321.46	
		17	Inmate Food	36.81	
		17	Inmate Food	2,547.05	
		17	Inmate Supplies	45.29	
		17	Inmate Food	2,039.84	
		17	Inmate Supplies	53.96	
		17	Inmate Food	2,048.94	
		17	Inmate Supplies	44.86	11,441.47
5016	Express Employment Professional	20	Temp Employee	937.64	
		20	Temp Employee	940.24	
		20	Temp Employee	855.41	
		20	Temp Employee	943.31	3,676.60
5017	Fuelman	26	Fuel	139.72	139.72
5018	Law Office of Michael Gillespie	06	Law Board Legal	1,500.00	1,500.00
5019	Easy Ice LLC	20	Icemaker Rental	368.00	368.00
5020	INAalert	20	Monthly Camera Fee	150.00	
		20	Jail Camera Repair	534.00	684.00
5021	Interstate Glass Co.	13	Vehicle Maintenance	450.00	
		13	Vehicle Maintenance	395.00	845.00

RILEY COUNTY POLICE DEPARTMENT

2026 EXPENDITURES

MAY 2026

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
5022	Jessica Ehrlich Counseling Service	16	Support Services	300.00	300.00
5023	Julota	20	Community Resource Platform	41,636.00	41,636.00
5024	Ka-Comm, Inc	12	Equipment Repair	2,468.00	
		12	Equipment Repair	31.50	
		12	Equipment Repair	209.30	
		13	Vehicle Maintenance	728.61	
		13	Vehicle Maintenance	524.62	
		13	Equipment Install	179.52	
		12	Equipment Repair	8.00	
		12	Equipment Repair	150.00	
		12	Equipment Repair	100.00	
		23	Uniforms	504.60	4,904.15
5025	KDOL	40	Workers Comp State Assessmen	2,233.54	2,233.54
5026	Kansas Gas Service	04	Garage - Gas	47.62	
		04	LEC - Gas	3,170.13	
		04	Aggieville - Gas	93.95	3,311.70
5027	Konza Lab Inc	16	Employee Testing	275.00	
		16	Employee Testing	330.00	
		16	Pre-Employment Evals	180.00	785.00
5028	Language Line Services	20	Interpretation Services	620.94	620.94
5029	LiftOff, LLC	19	Power BI Pro GCC	113.30	113.30
5030	Manhattan Wrecker Service Inc	20	Towing	250.00	
		20	Towing	85.00	335.00
5031	Marta's & Son, Inc	20	LEC Cleaning	2,851.00	2,851.00

RILEY COUNTY POLICE DEPARTMENT

2026 EXPENDITURES

MAY 2026

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
5032	MKC Headquarters	26	Fuel	21,921.31	21,921.31
5033	Navigate360	20	Crime Stoppers Services	1,966.91	1,966.91
5034	Net@Work, Inc	19	Sage	499.00	499.00
5035	Office Plus	28	Office Supplies	45.85	45.85
5036	Pawnee Mental Health Services	20	Co-Responder	8,997.62	8,997.62
5037	Petty Cash	26	Fuel	36.53	
		26	Fuel	41.76	78.29
5038	Prime Chemical and Janitorial	29	Replenishment Supplies	141.33	
		17	Inmate Supplies	61.93	
		17	Inmate Supplies	77.52	
		17	Inmate Supplies	88.16	
		17	Inmate Supplies	419.08	788.02
5039	Priority Dispatch Corp	20	Annual Contract	17,280.00	17,280.00
5040	Quaker State Express Lube	26	Oil Change	42.00	
		26	Oil Change	42.00	
		26	Oil Change	37.00	
		26	Oil Change	42.00	
		26	Oil Change	37.00	
		26	Oil Change	42.00	
		26	Oil Change	37.00	
		26	Oil Change	37.00	
		26	Oil Change	37.00	353.00
5041	RCPD Health Plan	39	Health Insurance	147,000.00	147,000.00
5042	Rocky Mountain Accred Network	20	Membership	225.00	225.00

RILEY COUNTY POLICE DEPARTMENT

2026 EXPENDITURES

MAY 2026

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
5043	Secretary of State, Kansas	06	Admin Services	25.00	
		06	Admin Services	25.00	50.00
5044	Security Transport Services Inc	20	Extradition	1,927.12	1,927.12
5045	Security Equipment Corporation	29	Replenishment Supplies	301.40	301.40
5046	Sharps Medical Waste Services	17	Inmate Services	88.28	88.28
5047	Staples Advantage	28	Office Supplies	180.76	180.76
5048	StarNet Solutions Inc	19	FatPipe WAN Aggregation	26,616.00	
		19	FatPipe WAN Aggregation-Install	4,565.97	31,181.97
5049	Straight Line Steel Inc	12	Equipment Repair	1,280.00	
		12	Equipment Repair	700.00	1,980.00
5050	Sysco Kansas City, Inc	17	Inmate Supplies	421.35	
		17	Inmate Food	3,286.86	
		17	Inmate Supplies	554.71	
		17	Inmate Food	2,209.59	
		17	Inmate Supplies	51.99	
		17	Inmate Supplies	230.72	
		29	Replenishment Supplies	57.68	
		17	Inmate Food	608.52	
		17	Inmate Food	-22.89	
		17	Inmate Food	2,967.89	
		17	Inmate Supplies	77.95	
		17	Inmate Supplies	136.31	
		17	Inmate Supplies	416.31	
		17	Inmate Supplies	230.72	
		17	Inmate Food	2,275.40	
		17	Inmate Supplies	57.68	
		17	Inmate Supplies	442.87	
		17	Inmate Supplies	173.04	14,176.70

RILEY COUNTY POLICE DEPARTMENT

2026 EXPENDITURES

MAY 2026

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
5051	Axon Enterprises Inc	19	Cameras - Jail Add-on Contract	3,749.99	3,749.99
5052	Konza Sign	13	Vehicle Maintenance	1,088.18	
		13	Vehicle Maintenance	1,088.18	2,176.36
5053	Wildcat Partners	13	Vehicle Maintenance	448.50	
		13	Vehicle Maintenance	299.00	747.50
5054	US Foodservice	17	Inmate Food	92.09	
		17	Inmate Supplies	710.46	
		17	Inmate Supplies	122.84	
		17	Inmate Food	46.52	
		17	Inmate Food	1,031.15	
		17	Inmate Food	40.39	
		17	Inmate Food	1,402.91	
		17	Inmate Food	175.28	
		17	Inmate Food	60.00	
		17	Inmate Food	675.36	
		17	Inmate Food	-331.25	4,025.75
5055	Verizon Connect	20	Transport Vehicle Camera	130.02	130.02
5056	Via Christi Hospital Manhattan Inc	16	HERT Team Testing	111.00	111.00
5057	Wabaunsee RWD #2	04	Range - Water	41.50	41.50
5058	Wage Works Inc	06	Admin Services	166.00	166.00
5059	Washington County Sheriff's Office	17	Inmate Housing	1,200.00	
		17	Inmate Housing	1,200.00	
		17	Inmate Housing	1,240.00	
		17	Inmate Housing	280.00	3,920.00
5060	Waters True Value	25	Maintenance Supplies	16.08	
		25	Jail Maintenance Supplies	29.97	46.05

RILEY COUNTY POLICE DEPARTMENT

2026 EXPENDITURES

MAY 2026

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
5061	PEAC Solutions	10	Patrol Copier	266.00	
		10	Jail Copier	349.12	
		10	Evidence Copier	349.12	964.24
			Subtotal	378,007.21	
5201	Nationwide	06	Admin Services	50.00	
		06	Admin Services	50.00	100.00
5202	Amazon.com	25	Jail Maintenance Supplies	27.60	
		25	Jail Maintenance Supplies	49.99	
		25	Jail Maintenance Supplies	9.98	
		29	Replenishment Supplies	13.26	
		17	Inmate Supplies	235.20	
		30	Communications Supplies	9.49	
		11	Plumbing Supplies	215.94	
		29	Replenishment Supplies	52.22	
		29	Replenishment Supplies	52.22	
		29	Replenishment Supplies	18.14	
		32	Gun Racks	171.98	
		29	Replenishment Supplies	254.28	
		13	Vehicle Maintenance	52.22	
		29	Replenishment Supplies	25.75	
		29	Replenishment Supplies	46.99	
		29	Replenishment Supplies	57.33	
		29	Replenishment Supplies	35.32	
		28	Office Supplies	26.04	
		30	Communications Supplies	16.94	
		29	Replenishment Supplies	164.17	
		13	Vehicle Maintenance	17.99	
		31	Weapon Supplies	13.18	
		28	Office Supplies	27.52	
		28	Computer Supplies	79.99	
		28	Office Supplies	7.99	
		28	Office Supplies	23.74	
		28	Computer Supplies	36.27	
		28	Computer Supplies	35.99	
		17	Inmate Supplies	108.88	
		28	Computer Supplies	91.45	
		28	Computer Supplies	79.99	
		28	Computer Supplies	63.85	2,121.90

RILEY COUNTY POLICE DEPARTMENT

2026 EXPENDITURES

MAY 2026

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
5203	Apple iTunes Store	19	iCloud	9.99	9.99
5204	Battery Junction	29	Replenishment Supplies	187.20	187.20
5205	Best Buy	28	Computer Supplies	19.99	19.99
5206	Bluestem Electric Co-op Inc	04	Range - Electric	231.47	231.47
5207	Chewy.com	20	Animal Care	74.07	74.07
5208	City of Manhattan, Utilities	04	LEC - Water/Sewer	3,870.63	
		04	LEC - Water/Sewer Fee	2.48	
		04	Aggieville - Water/Sewer	57.34	
		04	Aggieville - Water/Sewer Fee	2.48	3,932.93
5209	Cox Communications, Inc	19	LEC - Internet/Cable	2,382.07	2,382.07
5210	Underground Vaults	20	Shredding	102.50	102.50
5211	FedEx Office	09	Printing Jail Signs	80.00	
		09	Printing Jail Signs	80.00	160.00
5212	Flint Hills Chrysler Dodge Jeep Ra	13	Vehicle Maintenance	116.56	
		13	Vehicle Maintenance	37.53	154.09
5213	Freedom and Glory	29	Replenishment Supplies	304.45	304.45
5214	Glock Shop	31	Weapon Supplies	33.88	33.88
5215	GMIS International	22	Annual Membership	525.00	525.00
5216	Grainger	25	Jail Maintenance Supplies	52.67	
		25	Maintenance Supplies	15.33	68.00
5217	GT Distributors Inc	23	Uniforms	395.75	
		23	Uniforms	43.98	
		23	Uniforms	886.60	
		23	Uniforms	705.35	
		23	Uniforms	152.30	2,183.98

RILEY COUNTY POLICE DEPARTMENT

2026 EXPENDITURES

MAY 2026

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
5218	Guardian Alliance Technologies	20	Pre-Employment	325.00	
		20	Pre-Employment	260.00	
		20	Pre-Employment	135.00	720.00
5219	Harbor Freight Tools	25	Maintenance Supplies	60.95	
		25	Jail Maintenance Supplies	14.99	75.94
5220	Home Depot	25	Jail Maintenance Supplies	10.00	
		13	Vehicle Maintenance	3.14	
		25	Maintenance Supplies	20.98	
		25	Maintenance Supplies	19.98	
		25	Maintenance Supplies	21.94	
		25	Jail Maintenance Supplies	53.40	
		25	Maintenance Supplies	89.10	
		25	Jail Maintenance Supplies	15.46	
		25	Jail Maintenance Supplies	34.70	
		29	Replenishment Supplies	242.91	511.61
		5221	iKey Ltd	12	Equipment Repair
12	Equipment Repair			78.35	
12	Equipment Repair			8.35	155.05
5222	Insight Public Sector Inc	33	HP Workstation	2,331.58	
		33	5 yr Care Pack	123.18	
		28	Computer Supplies	39.71	
		33	HP Workstation/ Flex Cards	7,541.16	
		28	Computer Supplies	41.99	
		33	HP ProBook's	3,576.63	
		33	Returned Adapter	-15.22	13,639.03
5223	Jaspertronics	28	Office Supplies	109.99	109.99
5224	Kansas Turnpike Authority	07	Tolls	45.96	45.96
5225	KU Edwards Campus	22	Membership	250.00	250.00
5226	Kully Supply Inc	12	Equipment Repair	115.05	115.05

RILEY COUNTY POLICE DEPARTMENT

2026 EXPENDITURES

MAY 2026

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
5227	Manh Area Chamber of Commerce	07	Legislative Apprec. Breakfast	30.00	
		07	Military Relations luncheon	20.00	
		07	Leadership Manhattan Graduation	40.00	90.00
5228	MARCAN	22	Membership	40.00	40.00
5229	Menards	13	Vehicle Maintenance	44.82	
		11	Plumbing Supplies	120.80	165.62
5230	Military Names	23	Uniforms	21.35	
		23	Uniforms	30.35	51.70
5231	National Sheriffs' Association	07	National Sheriffs Assoc Conf	630.00	630.00
5232	N Zone Sportswear	23	Uniforms	96.00	
		23	Uniforms	58.44	154.44
5233	P-Card Misc Vendors	07	Investigations Interviews	33.00	
		07	Gun Crime Interview Tech.	43.74	
		07	Transport	1,117.81	
		07	Courtroom-Proofed Crime Scene	150.00	
		07	KDIAI 2026 Conference	397.65	
		07	KACP Spring Conf	250.00	
		07	Human Trafficking Investigations	50.00	
		07	Drug Unit Supervisor	350.00	
		20	Extradition	1,613.38	
		07	KS Crime Victims Rights Conf	169.56	
		07	Restrictive Housing of Inmates	150.00	
		07	KS Narcotics Officer Conf	395.06	
		07	Nat'l Sheriffs Conf	630.00	
		07	Informant Management & Control	198.00	
		07	CAB Luncheon	30.50	
		07	CAB Luncheon	9.50	
		07	PREA Investigator Cert	400.00	
		20	Extradition	2,059.52	
		07	Human Trafficking	95.00	
		07	CPSL Training	24.81	
		07	Basic Crisis Negotiation	325.85	
		20	Extradition	304.56	
		07	IACP Midyear Policy Council Mtg	111.61	8,909.55

RILEY COUNTY POLICE DEPARTMENT

2026 EXPENDITURES

MAY 2026

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
5234	Pro Copy Inc	10	Copiers	715.26	715.26
5235	RFF Electronics	33	RF Flow Software License	49.00	49.00
5236	Ring	19	Range Cameras	109.14	109.14
5237	Robert's Heating & Cooling	12	Equipment Repair	100.00	100.00
5238	Rock Auto	13	Vehicle Maintenance	900.86	900.86
5239	Rockin K's	07	Intergov. Luncheon	15.00	
		07	Intergov. Luncheon	15.00	30.00
5240	Schurle's Water Conditioning	29	Replenishment Supplies	53.00	53.00
5241	Staples Advantage	28	Office Supplies	12.08	
		29	Replenishment Supplies	149.70	
		28	Office Supplies	48.13	
		28	Office Supplies	12.32	
		29	Replenishment Supplies	80.42	302.65
5242	StunTronics	28	15 Manuals	472.00	472.00
5243	T38 Fax	14	Fax	14.11	14.11
5244	Target	17	Inmate Supplies	5.97	5.97
5245	Axon Enterprises Inc	23	Uniforms	275.50	275.50
5246	The Award Group	28	CALEA Flags	152.08	152.08
5247	TLOxp	20	Access	301.65	301.65

RILEY COUNTY POLICE DEPARTMENT

2026 EXPENDITURES

MAY 2026

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
5248	T-Mobile US Inc	14	Patrol Car Phones	43.85	43.85
5249	Twin Valley Telephone, Inc	14	Riley - Internet	87.99	
		14	Riley - Phone	51.44	139.43
5250	UPS	08	Shipping	24.42	
		08	Shipping	33.56	
		08	Shipping	35.08	93.06
5251	Verizon Wireless	14	MDT's & Staff Wireless	3,608.81	3,608.81
5252	Wal-Mart	29	Replenishment Supplies	17.94	
		28	Computer Supplies	18.88	36.82
5253	Waters True Value	13	Vehicle Maintenance	12.50	
		25	Jail Maintenance Supplies	13.74	26.24
5254	Wildcat Pet Resort	20	Animal Care	251.13	251.13
				Subtotal	<u>45,936.02</u>
				Total	<u><u>423,943.23</u></u>

Chair, Riley County Law Enforcement Agency

**RILEY COUNTY POLICE DEPARTMENT
Memorandum**

Original to: _____
Action: _____
Copy to: _____

Comments:

To: Riley County Law Enforcement Agency
From: Director Peete
Ref: Quarterly Report Synopsis
Date: May 11, 2026

At the Law Board's request, below is a synopsis of the department's quarterly reports, while the actual reports are on the pages immediately following this memo. Due to the volume and self-evident nature of the data, synopses for two of the reports were not provided.

Average Daily Inmate Population

See report.

Monthly Crime Report

See report.

1st Quarter Seizure & Forfeiture Report:

Four seizures were made during the first quarter of 2026, all related to a single case. During the same period, no seizures were completed, and one case remains pending court disposition.

1st Quarter Traffic Accident & Enforcement Analysis

There were 222 preventable crashes in the first quarter of 2026, compared to 215 in the same period in 2025, a small increase of 3.3%. Injury accidents saw a larger increase. There were 45 injury crashes in the first quarter of 2026, compared to 36 in the first quarter of 2025, an increase of 25%. Despite that increase, the number of people injured in those accidents decreased. There were 59 people injured in the first quarter of 2026, compared to 63 in 2025, a decrease of 6.3%. There were no fatal crashes during the first quarter of 2026, the same as in 2025 and 2024.

The top three causes of accidents remained the same as they have for numerous quarters: inattention, failing to yield the right of way, and following too closely. Concerningly, the fourth main cause of accidents during the first quarter was driving under the influence. There were 17 accidents in the first quarter of 2026 attributed to this, with only 9 during the same period in 2025, an increase of 89%. This was the highest number of DUI crashes in a quarter since the first quarter of 2023.

RILEY COUNTY POLICE DEPARTMENT
Report Submission

Assigned Tracking #**26-110**

To:	Director Peete	BRP 5-12-2026
Thru:	Deputy Director Freidline	Noted. EF 5/7/26
From:	Major Mark French	
Position:	Commander	Division: Jail
Report Title:	Monthly Inmate Population Report	
Rpt Freq./Year:	April 2026	
Policy #:	N/A	
Date:	April 30, 2026	

Presented below is a summary of Average Daily Population (ADP) for the Riley County Jail. This report is being submitted monthly at the request of the Law Board.

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
JAN	70.2	87.0	75.0	72.6	84.8	71.6	67.3	100.1	102.3	104.2	121.4	115.5
FEB	74.3	93.1	82.9	68.4	85.5	64.8	67.1	111.5	109.5	104.1	125.5	112.7
MAR	71.8	91.9	73.2	75.2	88.4	68.6	78.6	112.1	115.0	103.2	123.9	113.6
APR	74.2	89.1	74.1	81.0	81.6	58.9	80.4	114.6	117.5	100.1	125.9	120.2
MAY	80.3	81.9	77.4	87.5	79.4	47.4	74.2	104.6	113.4	106.2	123.7	
JUN	82.0	87.8	73.1	88.5	78.4	50.0	66.0	100.5	115.6	113.0	130.6	
JUL	77.8	83.6	80.0	83.8	71.9	53.7	71.5	99.5	121.0	115.6	121.1	
AUG	72.7	75.7	82.4	80.6	82.3	55.8	85.2	95.7	123.5	119.0	121.8	
SEPT	73.6	75.8	84.3	81.2	74.6	61.3	90.2	109.0	123.6	123.7	131.5	
OCT	73.5	73.4	74.3	72.8	76.2	60.0	91.5	115.9	125.9	124.5	126.6	
NOV	76.7	73.0	76.2	78.3	71.3	69.3	96.0	106.1	112.5	130.0	120.0	
DEC	77.4	69.6	78.9	79.9	72.9	69.4	97.9	99.4	106.7	124.3	120.5	
YADP	75.4	81.8	77.7	79.15	78.9	60.9	80.5	105.8	115.5	114.0	124.4	115.5



Monthly Report

April 2026

Chris Mould, Crime Analyst
Criminal Intelligence Unit
Riley County Police Department

To **reduce crime** and
improve the quality
of life for
the **citizens we serve**

Data Disclaimer

For the purposes of this report, data is extracted from the RMS using specific parameters. The results may differ slightly from other reports, such as Uniform Crime Reports (UCR), which measure the same variables but have slightly different search parameters, filters, and/or methods. The following summarizes the most common attributes of this report that result in differences in reporting:

- The data in the report reflects what was available at the time of extraction. It is common for numbers to change over time for various reasons. Most commonly:
 - Final data entry by records can be delayed due to the RTO status of a case.
 - Clerical errors can be discovered, leading to corrections being made at a later date.
- Some categories in this report use a hierarchy rule. This means that the offense with the highest offense code number in an incident is the only offense counted. Other reports may apply the hierarchy rule to certain offenses. For instance, UCR counts every occurrence of Part I violent crimes in an incident (murder, rape, robbery, aggravated battery). Each slide should notate the method used.
- This report includes the property crime of arson which is excluded from other reporting.
- Crimes are extracted based on the date and time they were reported. Other reports may use the earliest and/or latest date and time the crime April have occurred.

Monthly and yearly projections are calculated using different methods. Projections will have a higher degree of error when the time period used to project is small (i.e. projecting an entire year based off the first two weeks of that year).

Part I Crime

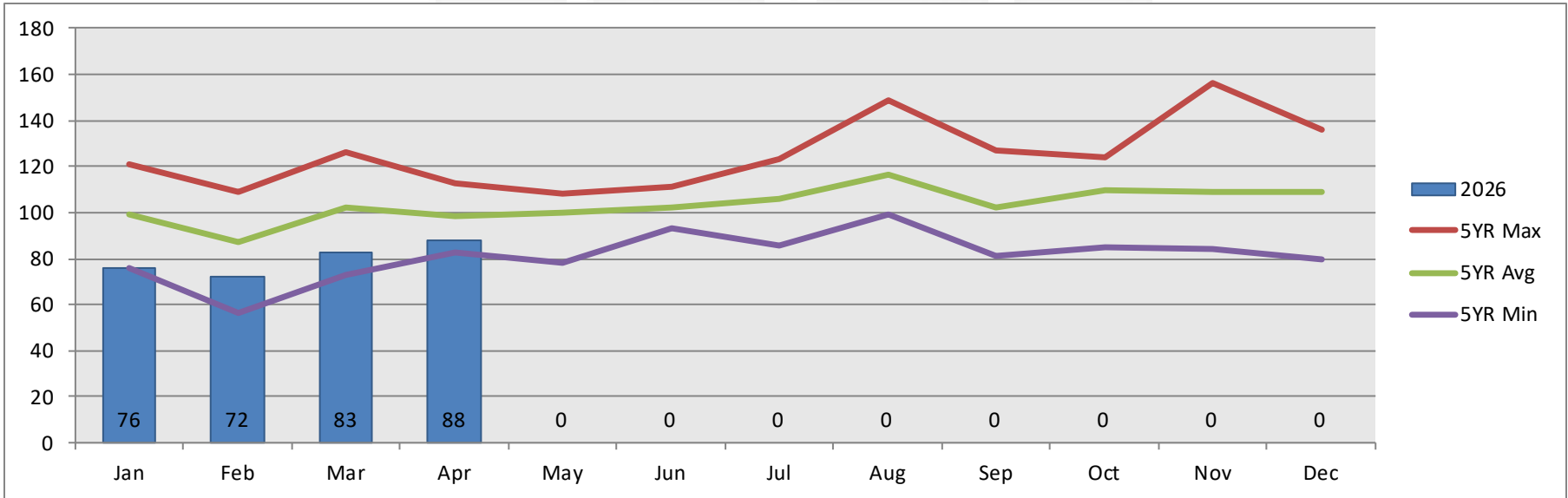
Offense Codes: 0100-0810

All Data As Of: 5/1/26 12:00 AM

- Part I crime in April 2026 was 9.6% below the 5-year average.
- Compared to April 2025, there was a 4.7% increase in Part I crime.

**This report is based on Primary offense only.*

	Apr	Year to Date	Yearly Total
2021	111	428	1420
2022	100	403	1154
2023	113	460	1322
2024	83	332	1203
2025	85	315	1106
2026	88	319	
% Change	+3.5%	+1.3%	-7.5%
Yearly Total Projection:			1023



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	121	76	120	111	104	106	114	149	127	123	156	113
2022	102	106	95	100	108	103	86	99	94	85	96	80
2023	112	109	126	113	101	111	123	113	85	117	99	113
2024	86	90	73	83	78	93	106	104	122	124	108	136
2025	76	56	98	85	108	98	102	118	81	98	84	102
2026	76	72	83	88								

Includes Part 1 crimes that were the primary offense only.

Part 1 Violent Crimes

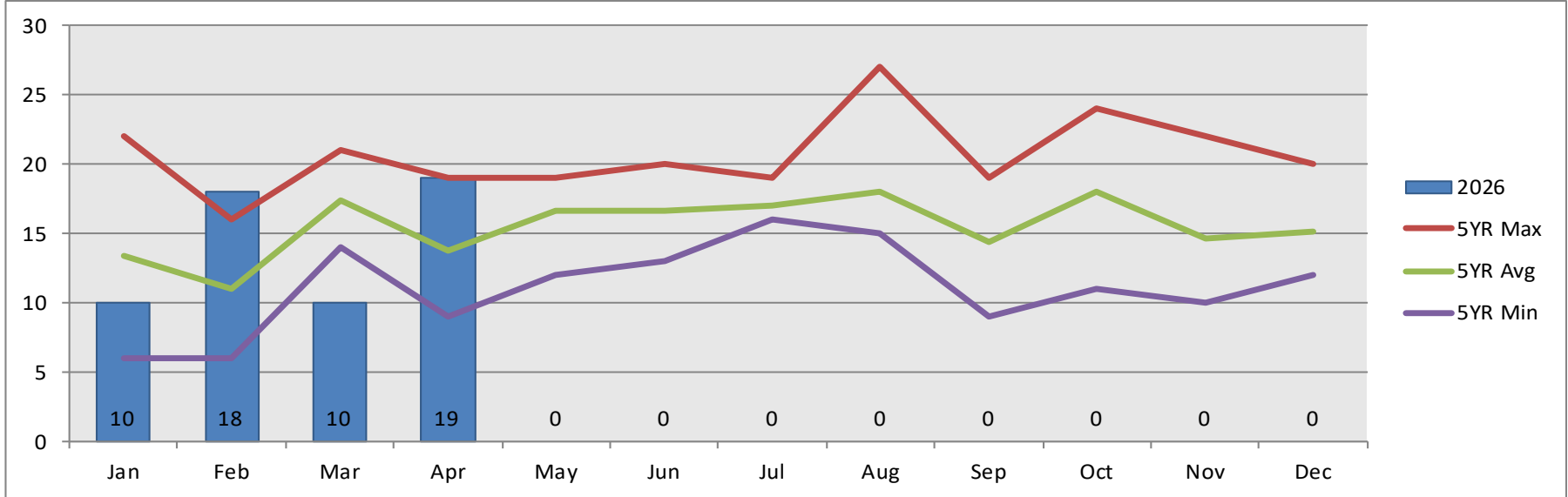
Offense Codes: 0100-0440

All Data As Of: 5/1/26 12:00 AM

	Apr	Year to Date	Yearly Total
2021	18	68	198
2022	19	57	183
2023	9	59	182
2024	14	52	181
2025	9	42	186
2026	19	57	
% Change	+111.1%	+35.7%	+2.7%
Yearly Total Projection:			191

- April 2026 was 37.7% above the 5-year average for Part I violent crime. This is tied with the highest number of Part I Violent Crimes in the last 5 years.
- There were 15 aggravated assaults / batteries, 3 rapes, 1 robbery, and 0 homicides reported during April 2026.

*This report is based on Primary offense only.



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	18	16	16	18	19	20	16	15	9	15	22	14
2022	6	11	21	19	18	15	19	17	19	11	15	12
2023	22	10	18	9	15	13	17	15	10	24	15	14
2024	12	12	14	14	12	19	17	16	16	22	11	16
2025	9	6	18	9	19	16	16	27	18	18	10	20
2026	10	18	10	19								

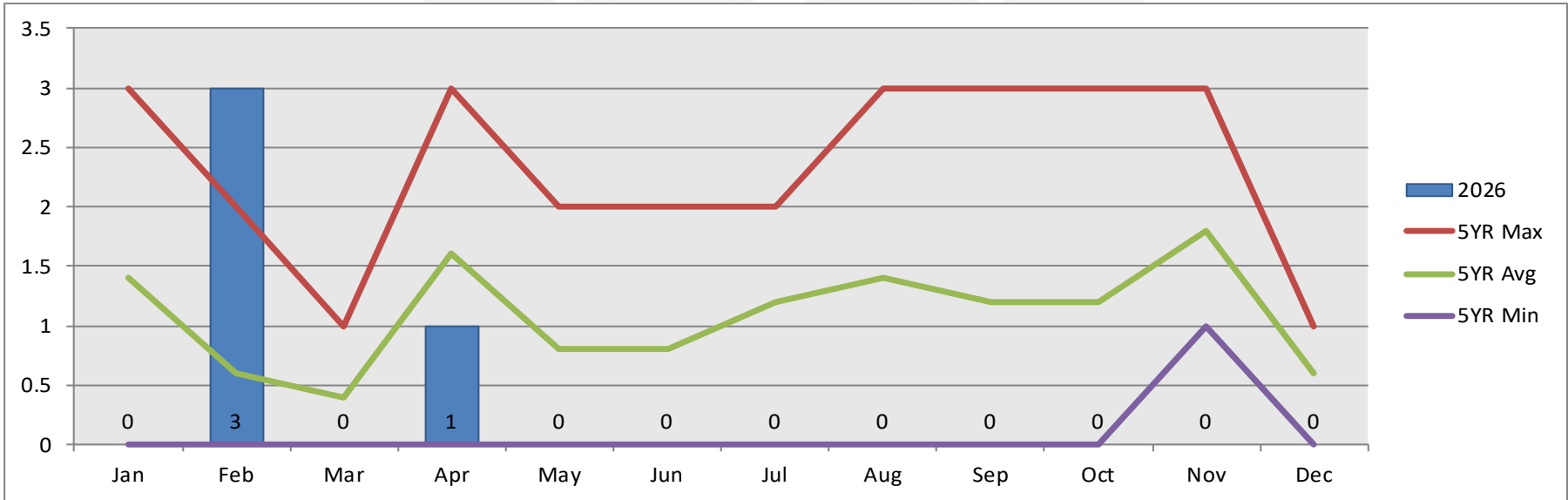
Robbery

Offense Codes: 0310

All Data As Of: 5/1/26 12:00 AM

	Apr	Year to Date	Yearly Total
2021	3	6	18
2022	1	2	11
2023	0	4	10
2024	1	4	10
2025	3	4	16
2026	1	4	
% Change	-66.7%	0.0%	-20.1%
Yearly Total Projection:			13

➤ There was 1 robbery in April 2026.



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	2	1	0	3	2	2	2	2	1	0	2	1
2022	0	0	1	1	1	0	2	2	3	0	1	0
2023	3	0	1	0	0	0	0	0	1	2	3	0
2024	1	2	0	1	0	1	0	0	0	3	1	1
2025	1	0	0	3	1	1	2	3	1	1	2	1
2026	0	3	0	1								

Aggravated Assault and Battery

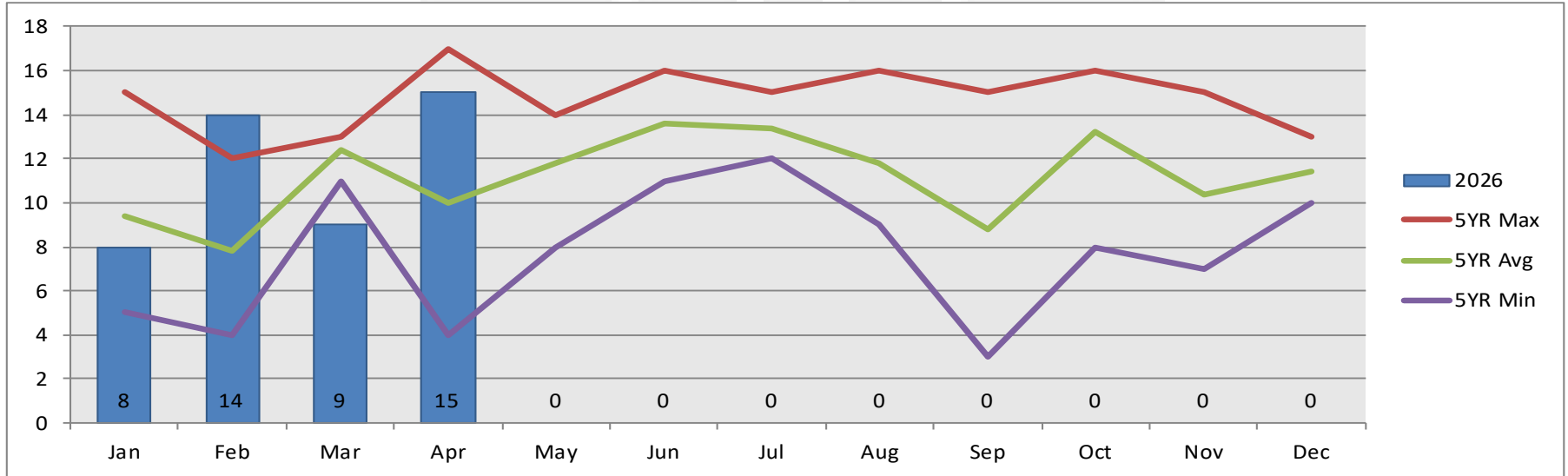
Offense Codes: 0410-0440

All Data As Of: 5/1/26 12:00 AM

- There were 11 aggravated assaults and 4 aggravated batteries reported during the month of April. This is 50% above the 5-year average, the second highest number in the last 5 years.
- Of the 15 incidents, 6 were domestic related.
- As of 05/12/2026, there was an arrest in 7 of the 15 incidents.

	Apr	Year to Date	Yearly Total
2021	13	52	145
2022	17	39	130
2023	4	41	134
2024	11	39	130
2025	5	27	131
2026	15	46	
% Change	+200.0%	+70.4%	+19.4%
Yearly Total Projection:			156

*This report is based on Primary offense only.



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	14	12	13	13	14	16	13	9	3	13	15	10
2022	5	6	11	17	11	14	15	10	11	8	11	11
2023	15	9	13	4	13	11	15	11	5	16	11	11
2024	7	8	13	11	8	15	12	13	10	13	8	12
2025	6	4	12	5	13	12	12	16	15	16	7	13
2026	8	14	9	15								

Includes aggravated assaults and battery crimes that were the primary offense only.

Part I Property Crime

Offense Codes: 0500-0810

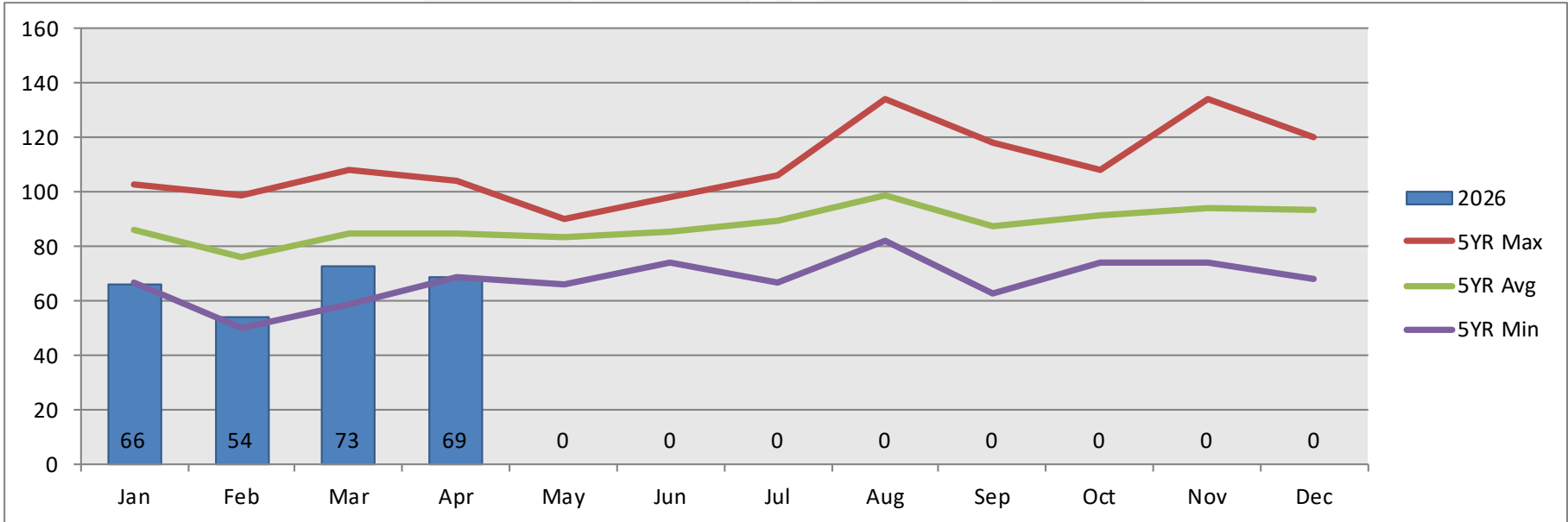
All Data As Of: 5/1/26 12:00 AM

	Apr	Year to Date	Yearly Total
2021	93	360	1222
2022	81	346	971
2023	104	401	1140
2024	69	280	1022
2025	76	273	920
2026	69	262	
% Change	-9.2%	-4.0%	-9.5%
Yearly Total Projection:			833

➤ For April, Part I property crime was 17.3% below the 5-year average. This is the second lowest number in the last 5 years.

➤ The property crime for April 2026 included 10 burglaries, 8 larcenies from motor vehicle, 6 auto thefts, and 1 arson incident. The rest of the incidents were other larcenies (43 incidents).

**This report is based on Primary offense only.*



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	103	60	104	93	85	86	98	134	118	108	134	99
2022	96	95	74	81	90	88	67	82	75	74	81	68
2023	90	99	108	104	86	98	106	98	75	93	84	99
2024	74	78	59	69	66	74	89	88	106	102	97	120
2025	67	50	80	76	89	82	86	91	63	80	74	82
2026	66	54	73	69								

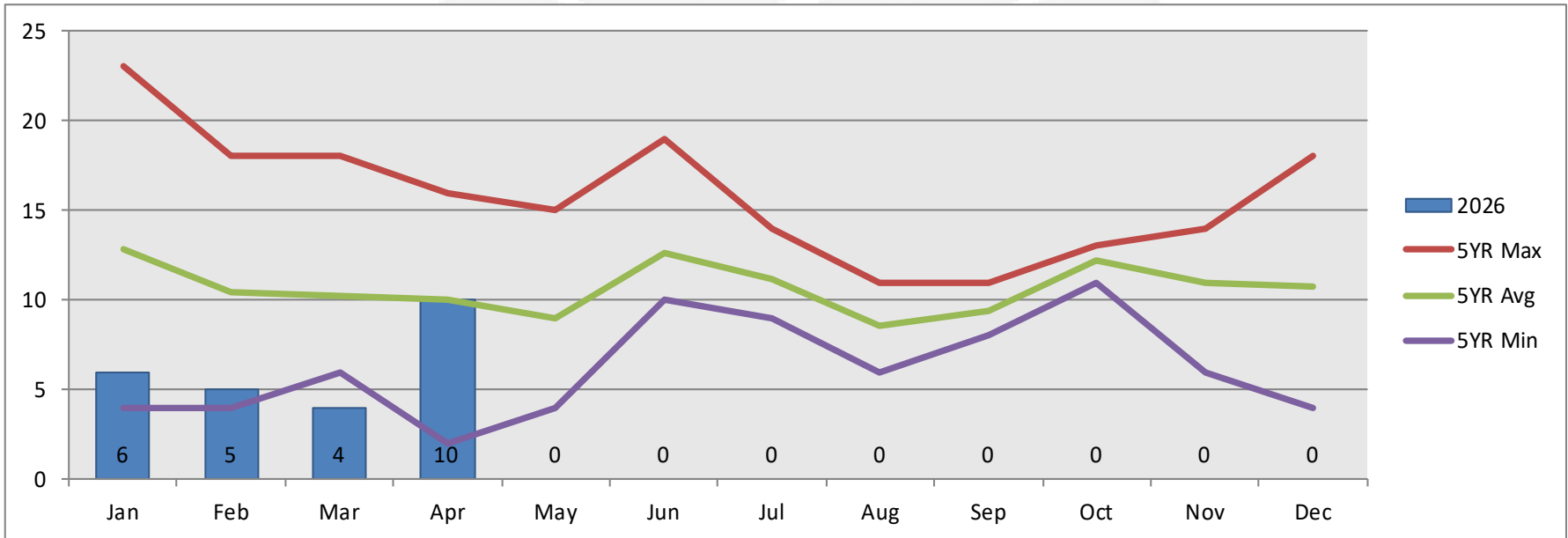
Structural Burglary

Offense Code: 0510

All Data As Of: 5/1/26 12:00 AM

- Structural burglaries were equal to the 5-year average for April.
- 3 of the burglaries were at a single residence over the course of 4 days. 2 suspects were arrested in the progress of the 3rd burglary attempt.
- There have been 2 arrests made for these burglaries, as of 05/12/2026.

	Apr	Year to Date	Yearly Total
2021	16	62	157
2022	15	63	150
2023	12	45	136
2024	5	26	109
2025	2	21	89
2026	10	25	
% Change	+400.0%	+19.0%	-13.3%
Yearly Total Projection:			77



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	18	10	18	16	15	10	9	9	11	13	10	18
2022	23	18	7	15	5	19	11	10	8	12	12	10
2023	10	11	12	12	13	13	9	11	9	13	13	10
2024	4	9	8	5	4	10	13	7	11	12	14	12
2025	9	4	6	2	8	11	14	6	8	11	6	4
2026	6	5	4	10								

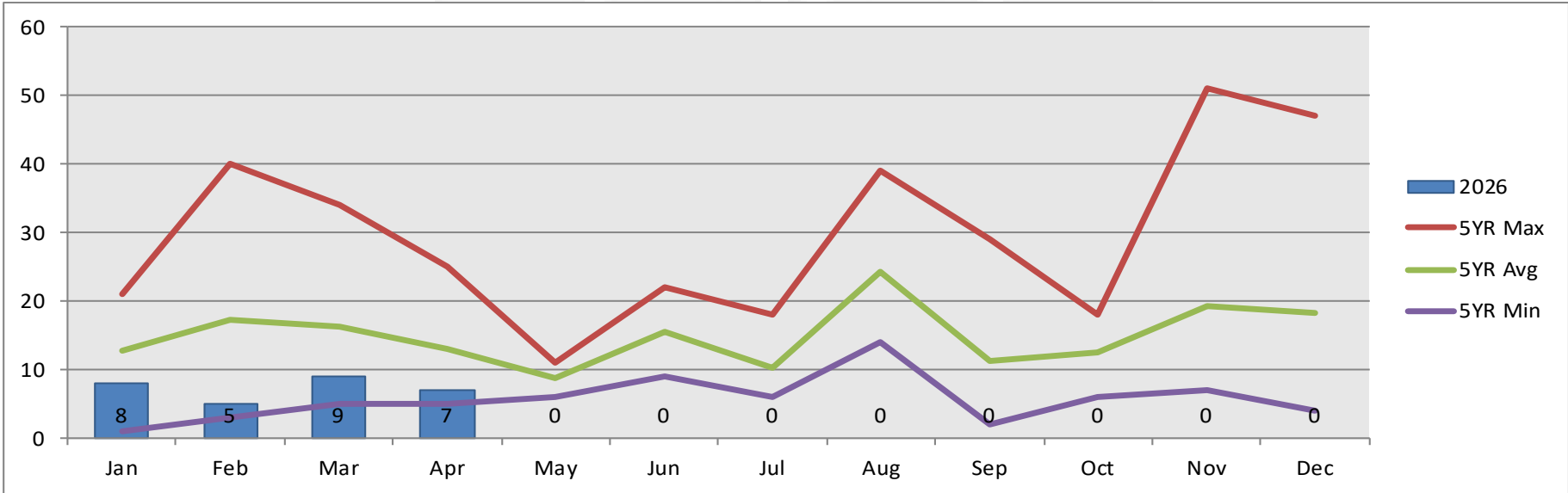
Vehicle Burglary

Offense Code: 0640

All Data As Of: 5/1/26 12:00 AM

- April 2026 was 46.2% below the 5-year average for vehicle burglary.
- Forced entry was not apparent on any of the vehicle burglaries.
- None of these LFMVs seem to be related, at this time.

	Apr	Year to Date	Yearly Total
2021	18	78	255
2022	9	49	121
2023	25	120	234
2024	8	36	187
2025	5	14	101
2026	7	29	
% Change	+40.0%	+107.1%	-7.7%
Yearly Total Projection:			93



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	19	14	27	18	6	22	18	39	11	13	51	17
2022	11	19	10	9	11	9	6	16	7	10	7	6
2023	21	40	34	25	11	19	9	16	7	16	19	17
2024	12	11	5	8	7	16	9	14	29	18	11	47
2025	1	3	5	5	9	12	10	36	2	6	8	4
2026	8	5	9	7								

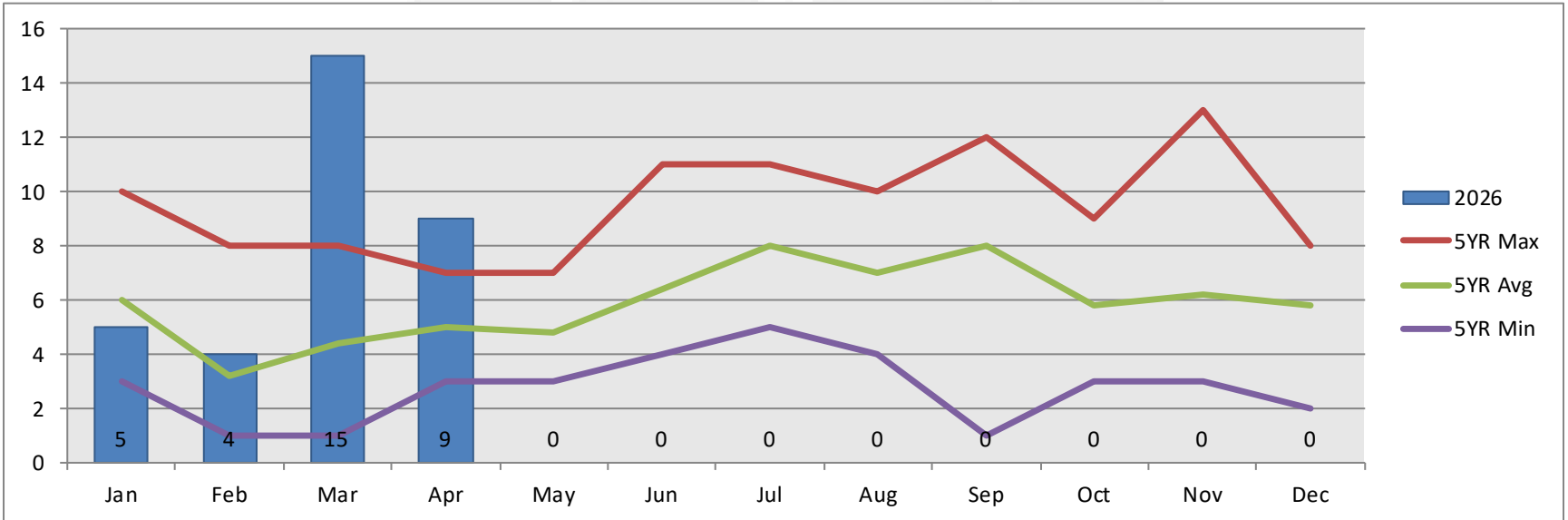
Motor Vehicle Thefts

Offense Code: 0710

All Data As Of: 5/1/26 12:00 AM

- Compared to the 5-year average for April, there was a 80% increase in vehicle thefts reported in April 2026. This is the highest total in the last 5 years.
- 2 of the 9 cases were domestic related.
- Only in 1 of the 9 cases were the vehicle(s) not recovered.

	Apr	Year to Date	Yearly Total
2021	3	19	85
2022	7	26	67
2023	6	23	65
2024	4	15	74
2025	5	10	62
2026	9	33	
% Change	+80.0%	+230.0%	+100.2%
Yearly Total Projection:			124



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	7	3	6	3	4	4	11	10	11	7	13	6
2022	10	1	8	7	4	4	5	6	12	3	5	2
2023	3	8	6	6	7	7	8	4	1	4	3	8
2024	7	3	1	4	3	6	10	9	9	9	5	8
2025	3	1	1	5	6	11	6	6	7	6	5	5
2026	5	4	15	9								

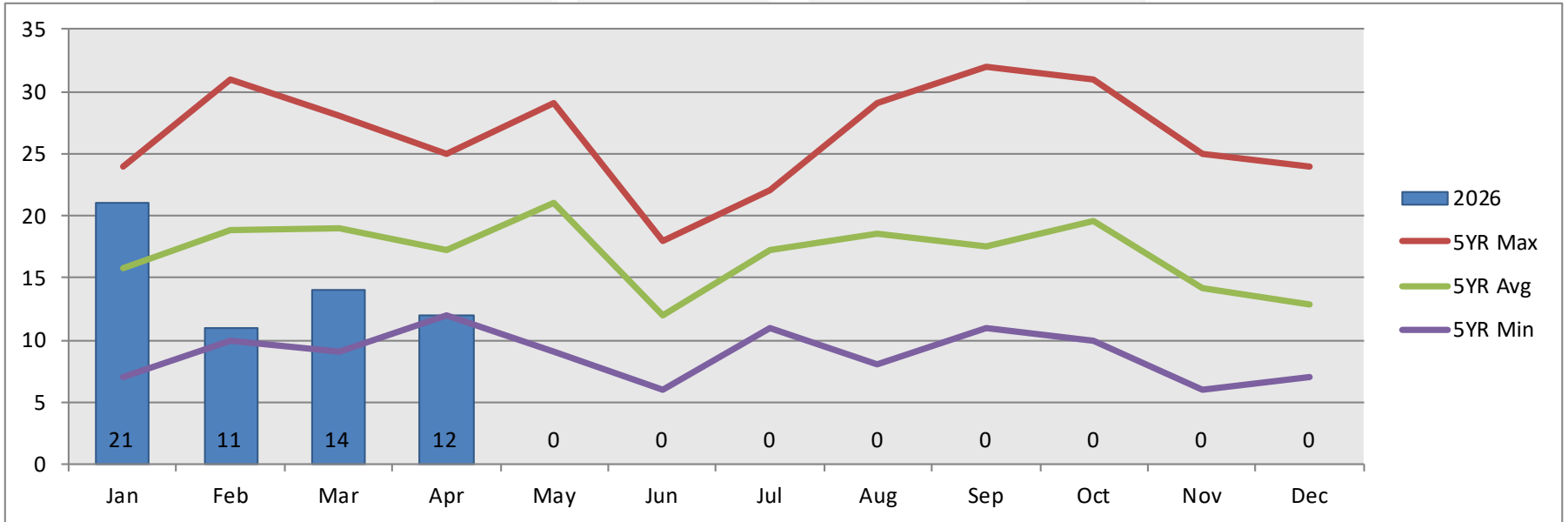
DUIs

Offense Code: 2110

All Data As Of: 5/1/26 12:00 AM

➤ The number of DUIs for April 2026 was 30.2% below the 5-year average for April.

	Apr	Year to Date	Yearly Total
2021	25	78	191
2022	13	60	208
2023	16	99	282
2024	20	75	207
2025	12	42	131
2026	12	58	
% Change	0.0%	+38.1%	+27.9%
Yearly Total Projection:			168



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	10	17	26	25	20	14	22	8	12	21	6	10
2022	19	10	18	13	20	8	13	16	22	31	25	13
2023	24	31	28	16	29	18	19	29	32	18	14	24
2024	19	22	14	20	27	14	21	20	11	18	14	7
2025	7	14	9	12	9	6	11	20	11	10	12	10
2026	21	11	14	12								

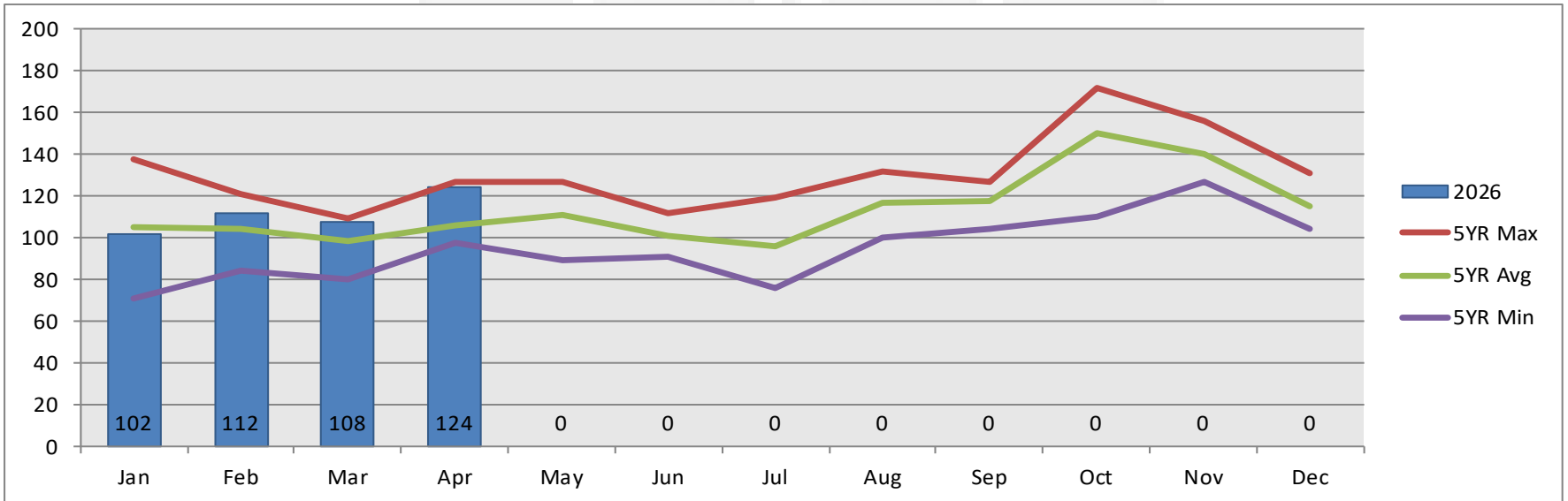
Traffic Accidents

Offense Codes: 5000-5139

All Data As Of: 5/1/26 12:00 AM

➤ The number of traffic accidents in April 2026 was 17% above the 5-year average.

	Apr	Year to Date	Yearly Total
2021	100	358	1314
2022	105	408	1283
2023	100	372	1263
2024	98	454	1457
2025	127	477	1491
2026	124	446	
% Change	-2.4%	-6.5%	-1.4%
Yearly Total Projection:			1470



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	71	84	103	100	107	91	91	122	127	156	156	106
2022	96	104	103	105	127	102	76	115	104	110	134	107
2023	90	102	80	100	112	112	84	100	106	146	127	104
2024	138	121	97	98	89	93	119	132	126	167	150	127
2025	130	111	109	127	118	109	109	115	127	172	133	131
2026	102	112	108	124								

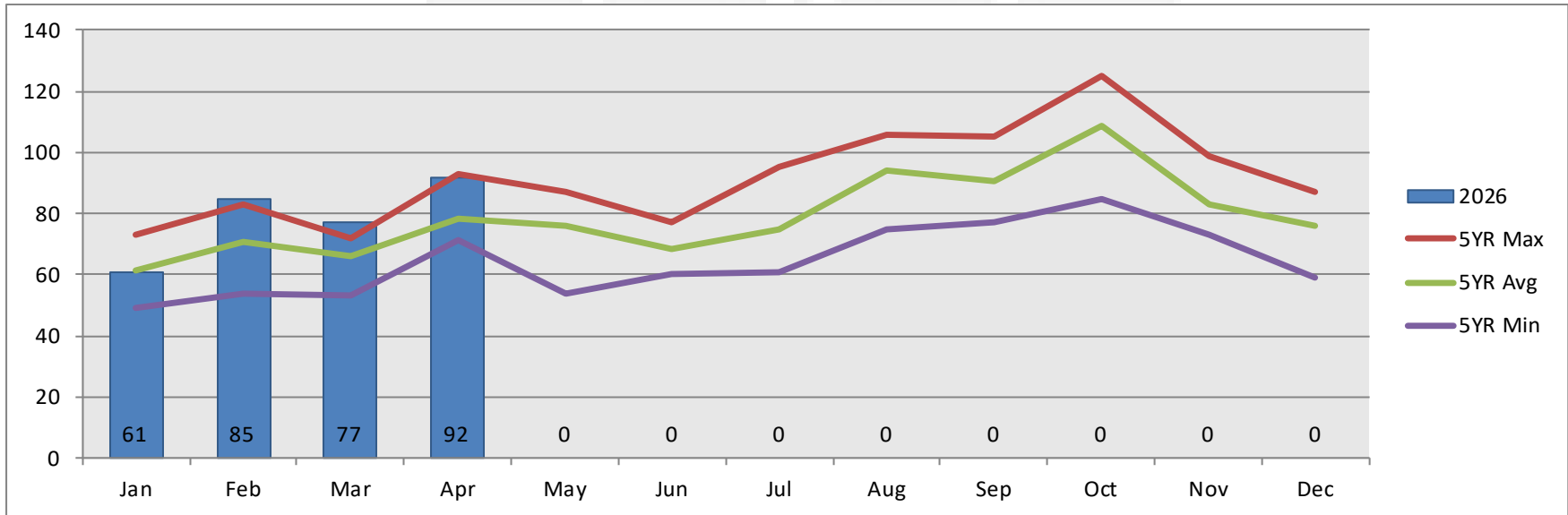
Preventable Traffic Accidents

Offense Codes: 5000-5139

All Data As Of: 5/1/26 12:00 AM

- The number of preventable traffic accidents in April 2026 was 17.9% above the 5-year average.
- Numbers for April may change as data entry corrections continue (as of 5/12/2026).

	Apr	Year to Date	Yearly Total
2021	71	241	965
2022	77	277	897
2023	77	271	891
2024	72	284	980
2025	93	308	1002
2026	92	315	
% Change	-1.1%	+2.3%	+7.7%
Yearly Total Projection:			1079



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	49	54	67	71	76	67	75	106	105	109	99	87
2022	65	67	68	77	87	67	65	94	77	85	82	63
2023	61	80	53	77	86	77	61	75	79	110	73	59
2024	58	83	71	72	54	60	95	99	102	125	76	85
2025	73	70	72	93	77	70	79	95	90	114	84	85
2026	61	85	77	92								

Mental Health

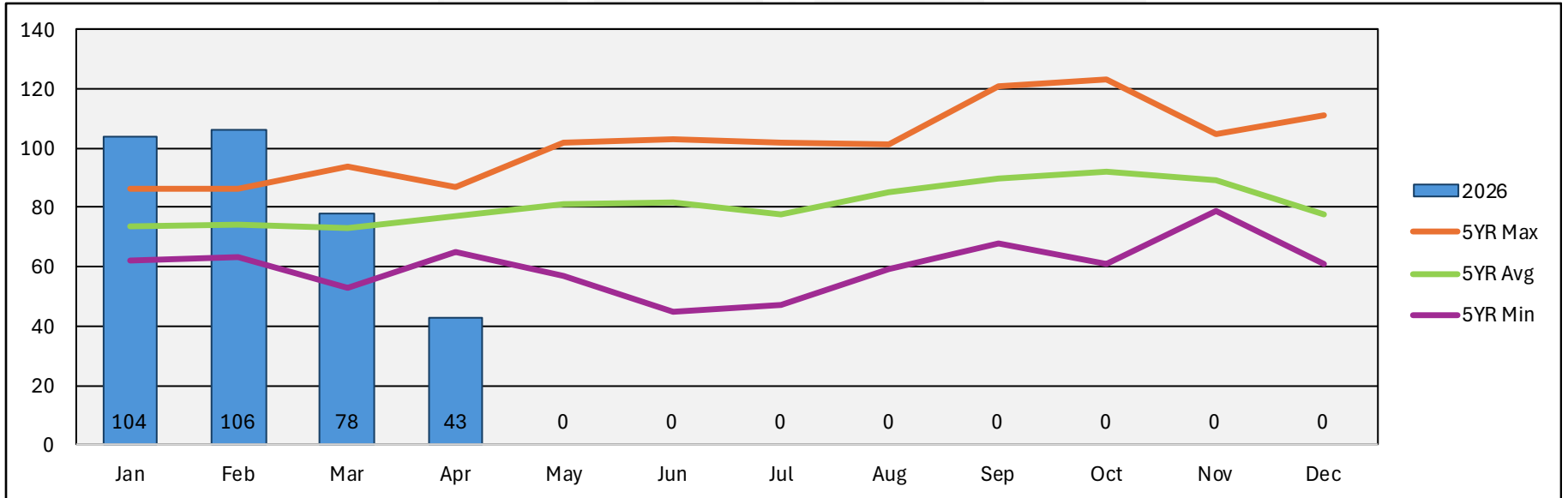
Offense Codes: 5000-5139

All Data As Of: 5/1/26 12:00 AM

	Apr	Year to Date	Yearly Total
2021	87	309	1053
2022	65	299	863
2023	66	265	784
2024	84	285	1100
2025	82	332	1059
2026	43	331	
% Change	-47.6%	-0.3%	0.8%
Yearly Total Projection:			1067

➤ The number of Sig 3 related incidents in April 2026 was 44% above the 5-year average.

*Numbers may not be up-to-date yet due to delay in reporting.



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	68	70	84	87	96	97	100	90	96	96	105	64
2022	86	82	66	65	78	45	59	79	70	79	92	62
2023	83	63	53	66	57	75	47	59	68	61	91	61
2024	62	70	69	84	102	103	102	96	121	123	79	89
2025	70	86	94	82	72	89	79	101	93	102	80	111
2026	104	106	78	43								

Riley County Police Department

1001 South Seth Child Road
Manhattan, Kansas 66502

(785) 537-2112

www.RileyCountyPolice.org



To reduce crime and improve the quality of life for the citizens we serve

In the FBI's Uniform Crime Reporting (UCR) Program, Part I offenses are broken down into two categories (Violent Crimes and Property Crimes):

Part I Violent Crime Definition

In the FBI's Uniform Crime Reporting (UCR) Program, violent crime is composed of four offenses: murder and nonnegligent manslaughter, rape, robbery, and aggravated assault. Violent crimes are defined in the UCR Program as those offenses that involve force or threat of force.

Murder and nonnegligent manslaughter: the willful (nonnegligent) killing of one human being by another.

Forcible rape: Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. Simple assaults are excluded.

Part 1 Property Crime Definition

In the FBI's Uniform Crime Reporting (UCR) Program, property crime includes the offenses of burglary, larceny-theft, motor vehicle theft, and arson. The object of the theft-type offenses is the taking of money or property, but there is no force or threat of force against the victims. The property crime category includes arson because the offense involves the destruction of property; however, arson victims may be subjected to force.

Burglary: Unlawful entry of a structure to commit a felony or theft. To classify an offense as a burglary, the use of force to gain entry need not have occurred. The UCR Program has three subclassifications for burglary: forcible entry, unlawful entry where no force is used, and attempted forcible entry. The UCR definition of "structure" includes an apartment, barn, house trailer, or houseboat when used as a permanent dwelling, office, railroad car (but not automobile), stable, or vessel (i.e., ship).

Larceny-theft: (except motor vehicle theft)—The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Examples are thefts of bicycles, motor vehicle parts and accessories, shoplifting, pocket-picking, or the stealing of any property or article that is not taken by force and violence or by fraud. Attempted larcenies are included. Embezzlement, confidence games, forgery, check fraud, etc., are excluded.

Motor vehicle theft: The theft or attempted theft of a motor vehicle. A motor vehicle is self-propelled and runs on land surface and not on rails. Motorboats, construction equipment, airplanes, and farming equipment are specifically excluded from this category.

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Traffic Related Definitions

In the Kansas Legislature uniform act regulating traffic; rules of the road, 8-1567 DUI is the following: (a) Driving under the influence is operating or attempting to operate any vehicle within this state while:

- (1) The alcohol concentration in the person's blood or breath as shown by any competent evidence, including other competent evidence, as defined in paragraph (1) of subsection (f) of K.S.A. 8-1013, and amendments thereto, is .08 or more;
- (2) the alcohol concentration in the person's blood or breath, as measured within three hours of the time of operating or attempting to operate a vehicle, is .08 or more;
- (3) under the influence of alcohol to a degree that renders the person incapable of safely driving a vehicle;
- (4) under the influence of any drug or combination of drugs to a degree that renders the person incapable of safely driving a vehicle; or
- (5) under the influence of a combination of alcohol and any drug or drugs to a degree that renders the person incapable of safely driving a vehicle.

Traffic Accidents: All accidents.

Preventable Traffic Accidents: Accidents that are not weather and/or animal related.

RILEY COUNTY POLICE DEPARTMENT
Report Submission

To:	Director Peete		
Thru:	Deputy Director Freidline	EF 5/12/26	
Thru:	Major Brad Jager	BTJ 05/11/2026	
From:	Sergeant Ryan Doehling		
Position:	SIU Supervisor	Division:	Investigations
Report Title:	Seizure and Forfeiture Report		
Rpt Freq./Year:	1st Quarter, 2026		
Policy #:	84.1.8		
Date:	April 29th, 2026		

Seizures made during the 1st Quarter of 2026

CASE	DESCRIPTION OF PROPERTY	OWNER	SENT TO JERRY SHIVLEY
26-001431	US currency \$2015.79		04/02/26
26-001431	2019 Harley Davidson		04/02/26
26-001431	US currency \$134032.96		04/02/26
26-001431	2024 Ford Edge		04/02/26

Active Seizures as of 1st Quarter of 2026

CASE	DESCRIPTION OF PROPERTY	OWNER	STATUS OF SEIZURE
25-000489	\$237,158.59 taken from a commercial bank account.		Motions have been filed on both sides, awaiting criminal trial.

Completed Seizures 1st Quarter of 2026

CASE	DESCRIPTION OF PROPERTY	OWNER	STATUS OF SEIZURE
N/A	N/A	N/A	N/A

RILEY COUNTY POLICE DEPARTMENT
Report Submission

To:	Director Peete	Great work! 5/1/26
Thru:	Deputy Director Freidline	Noted. Great direction via email to patrol. EF 4/23/26
From:	Major Scott Hajek	
Position:	Chief	Division: Patrol
Report Title:	Traffic Analysis	
Rpt Freq./Year:	1 st Quarter, 2026	
Policy #:	61.1.1	
Date:	April 21, 2026	

1. Selective Enforcement Activities - Enforcement:

The Department will vigorously enforce all traffic laws and ordinances to prevent crashes, and assist citizen's movement about the roadways in an orderly and safe manner and encourage voluntary compliance to traffic regulations. The Patrol Division Commander is responsible for the administration of traffic enforcement. The Patrol Division Commander will designate sufficient staff within the patrol section to plan, review, inspect and coordinate the agency's traffic activities.

2. Selective Enforcement Activities - Crash Causation Comparison/Review:

A. The Patrol Division will compile and review traffic collision data available data to attempt to determine traffic crashes causes. This data will be used to develop strategies and plans for reducing instances of automobile collisions. This data includes: (CALEA 61.1.1a)

- 1) Locations;*
- 2) Time of day;*
- 3) Day of the week;*
- 4) Traffic violations; and*
- 5) Enforcement actions.*

B. The Patrol Division will deploy officers for traffic enforcement in:

- 1) Areas of high crash occurrence;*
- 2) Areas of high traffic flow;*
- 3) Areas of increased pedestrian activity.*

C. The crash comparison and review will attempt to determine whether high crash locations result from environmental factors requiring traffic engineering notification or poor driving habits requiring increased enforcement. The Patrol Division will coordinate with the appropriate traffic engineers to correct engineering problems.

RILEY COUNTY POLICE DEPARTMENT

Report Submission

3. Selective Enforcement Activities - Patrol Division Procedures: *Watch supervisors will establish targeted enforcement locations in order to address and rectify perceived and actual traffic problems. As time and workload allows, officers should monitor targeted enforcement locations in their patrol areas and take enforcement action as warranted. (CALEA 61.1.1d)*

A. Selective enforcement locations will be determined by patrol supervisors according to the following criteria. (CALEA 61.1.1e)

- 1) Comparison of crash locations;*
- 2) Past enforcement locations;*
- 3) Response to citizen complaints;*
- 4) DUI arrests.*

B. The Patrol Division Commander, or designee, will analyze and evaluate the effectiveness of targeted enforcement in reducing crashes at selected locations. Officers will facilitate this analysis by documenting their targeted enforcement activities in a quarterly report to the Director. (CALEA 61.1.1b, 61.1.1c, 61.1.1f)

First Quarter, 2026

There were 222 preventable crashes in the first quarter of 2026, compared to 215 in the same period in 2025, a small increase of 3.3%. Injury accidents saw a larger increase. There were 45 injury crashes in the first quarter of 2026, compared to 36 in the first quarter of 2025, an increase of 25%. Despite that increase, the number of people injured in those accidents decreased. There were 59 people injured in the first quarter of 2026, compared to 63 in 2025, a decrease of 6.3%. There were no fatal crashes during the first quarter of 2026, the same as in 2025 and 2024.

The top three causes of accidents remained the same as they have for numerous quarters: inattention, failing to yield the right of way, and following too closely. Concerningly, the fourth main cause of accidents during the first quarter was driving under the influence. There were 17 accidents in the first quarter of 2026 attributed to this, with only 9 during the same period in 2025, an increase of 89%. This was the highest number of DUI crashes in a quarter since the first quarter of 2023.

Regarding locations, three intersections each had 8 crashes at them: 4th and Bluemont, Tuttle Creek Blvd and Bluemont, and Tuttle Creek Blvd and E. Poyntz. N. Manhattan Ave and Fremont, College Ave and Claflin Rd, and Ft. Riley Blvd and Rosencutter each had at least 4 crashes.

64% of all crashes occurred between 1100-2000 hours, with 27% being concentrated between 1600-1900 hours. This time frame remains relatively consistent (give or take an hour) with previous quarters. Typically, the 1700 hour sees the most crashes; this quarter, however, saw the highest concentration during the 1600 hour. The accidents were fairly consistent on several days of the week: Monday, Tuesday, Thursday, Friday, and Saturday all had between 33 and 37 accidents. Sunday and Wednesday had 26 and 24, respectively.

RILEY COUNTY POLICE DEPARTMENT

Report Submission

Analysis of Traffic Stop and ARC Data Related to Crashes

The table below shows the relative data of the first quarter of 2026 compared to the first quarter of 2025. This comparison is to show trends and performance over time, appropriately adjusted for things like seasonality and population density at certain times of the year. Year-over-year data is a more accurate representation of the larger trend in accidents in Riley County.

Stops made for ARC violations are stops that are inherently related to traffic safety. In the first quarter of 2026, 30.5% of all traffic stops were ARC-related. During the same period in 2025, 36.5% of stops were ARC-related.

Year-Over-Year Comparison

Category	1st Quarter 2025	1st Quarter 2026	% Change
Preventable Accidents	215	222	+3.3%
Injury Accidents	36	45	+25%
Total Injuries	63	59	-6.3%
Fatalities	0	0	--
Traffic Stops	1916	2276	+18.8%
ARC NTAs	200	195	-2.5%
ARC Warnings	499	500	+0.20%
Accidents Where an ARC Offense Was Cited	107	121	+13.1%
ARC/Traffic Playbooks Opened	2015	2264	+12.4%
Minutes Spent on ARC Playbooks	35,307	38,047	+7.8%

The table below shows the relative data, quarter-over-quarter, comparing the first quarter of 2026 with the fourth quarter of 2025. The purpose of this comparison is to identify emerging trends, to spot improvements or declines, and to evaluate the impacts of any staffing changes or implementation changes. This is a more accurate representation of what is happening, “right now.” This data provides direct guidance on immediate issues that have arisen.

The fourth quarter of 2025 and the first quarter of 2026 had the same relative percentage of ARC stops, related to total traffic stops: 30.5%. The first quarter of 2026 did see a 5.1% increase in total stops.

Quarter-Over-Quarter Comparison

Category	4th Quarter 2025	1st Quarter 2026	% Change
Preventable Accidents	283	222	-21.6%
Injury Accidents	56	45	-19.6%
Total Injuries	81	59	-27.2%
Fatalities	3	0	-300%

RILEY COUNTY POLICE DEPARTMENT

Report Submission

Traffic Stops	2165	2276	+5.1%
ARC NTAs	197	195	-1.0%
ARC Warnings	464	500	+7.8%
Accidents Where an ARC Offense Was Cited	186	121	-34.9%
ARC/Traffic Playbooks Opened	2161	2264	+4.8%
Minutes Spent on ARC Playbooks	35,494	38,047	+7.2%

1st Quarter 2026 Preventable Accident Review

This report is an overview of preventable crashes reported in the 1st quarter of 2026. A preventable accident is an accident that occurs on a public roadway and is not caused by weather or animal related factors.

There were 222 preventable accidents reported in the 1st quarter of 2026. This is the highest 1st quarter count and a 7.1% increase from previous 1st quarter averages.

Injuries and Fatalities

- There were 0 fatal crashes and 45 injury crashes reported in the 1st quarter of 2026 with 59 injuries.
- While high for the 1st quarter, this increase is only marginal and still within normal ranges for 1st quarter preventable accidents.

Year	2023				2024				2025				2026				
	Qtr1	Qtr2	Qtr3	Qtr4	Qtr1	Qtr2	Qtr3	Qtr4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr1	Qtr2	Qtr3	Qtr4	
Preventable Accidents	194	241	217	241	214	185	297	286	215	240	265	283	222				
Accident Rates per 1,000 Inhabitants	12.56				13.81				14.12				Projected 14.42				
Preventable Injury Accidents	32	51	42	51	44	41	59	70	36	51	60	56	45				
Injury Rates per 1,000 Inhabitants	2.48				3.01				2.85				Projected 3.36				
Persons Injured in Preventable Accidents	43	70	62	73	56	58	79	99	63	66	77	81	59				
Fatalities in Preventable Accidents	1	1	2	3	0	0	3	1	0	1	2	3	0				

Color coding (Green Lowest, Red Highest) is for each individual row in the chart

Driver Actions

- The chart below shows the top five driver actions leading to preventable accidents.
- Inattention, Failed to Yield Right of Way, and Followed Too Closely historically are the top three driver actions, which is reflected in the 1st quarter of 2026.
- Under the Influence of alcohol was the fourth highest followed by Improper Lane Change.

Year	2023				2024				2025				2026				
	Qtr1	Qtr2	Qtr3	Qtr4	Qtr1	Qtr2	Qtr3	Qtr4	Qtr1	Qtr2	Qtr3	Qtr4	Qtr1	Qtr2	Qtr3	Qtr4	
Inattention (General Sense)	35	42	52	60	38	31	80	70	43	44	51	59	55				
Failed to Yield Right of Way	41	42	49	48	42	42	71	76	37	55	56	67	49				
Followed Too Closely	27	31	25	25	25	20	31	31	24	32	27	48	21				
Under the Influence of Alcohol	19	15	12	11	10	7	14	5	9	6	13	6	17				
Improper Lane Change	10	15	10	19	14	10	11	16	9	16	18	18	10				

The color coding (Green lowest, Red highest) is for each individual charge, not the table as a whole.

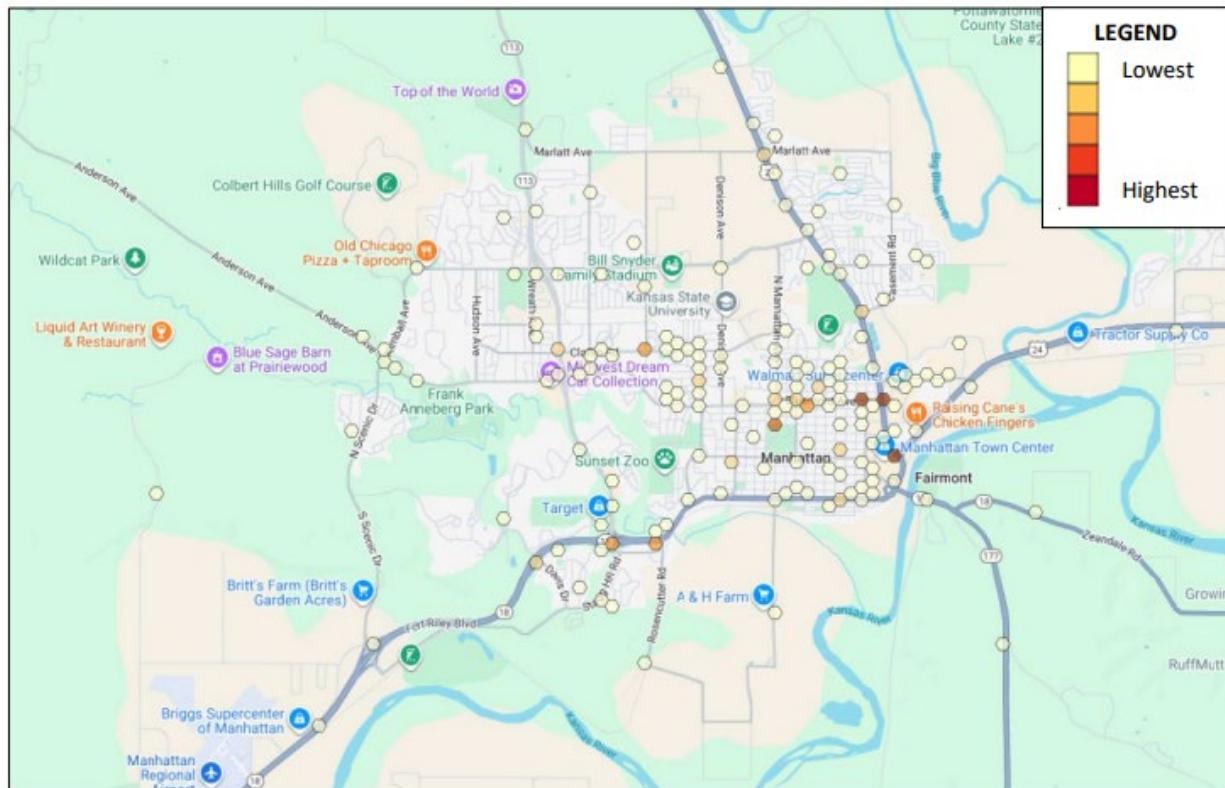
RILEY COUNTY POLICE DEPARTMENT Report Submission

Temporal Density

- 64% of all crashes occurred between 11:00 PM – 19:59 PM.
- 27% of crashes occurred between 16:00 PM – 18:59 PM.
- Thursday was the day of the week with the highest overall number of crashes (37).
- The 16:00 PM hour was the hour with the highest overall crash count (27).
- Mondays and Fridays at 16:00 PM had the most (6) crashes, followed closely by Saturdays at 14:00 PM (5).

DoW / HoD	00	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	Total	%
Sunday	2	2	3	1	0	0	1	0	0	1	1	2	2	3	0	0	3	0	0	1	3	1	0	0	26	12%
Monday	0	0	1	0	0	0	0	4	2	1	0	2	1	4	1	3	6	3	4	1	0	0	1	0	34	15%
Tuesday	0	0	0	0	0	0	1	3	1	0	1	3	4	2	2	3	4	3	3	1	0	0	2	1	34	15%
Wednesday	0	0	0	0	0	0	0	0	4	3	1	1	0	3	1	1	3	3	2	1	1	0	0	0	24	11%
Thursday	2	3	0	0	0	0	0	3	2	2	0	2	4	2	0	2	3	2	4	2	1	0	1	2	37	17%
Friday	1	0	0	0	0	1	0	2	3	0	2	1	4	1	2	1	6	1	3	4	0	0	1	1	34	15%
Saturday	2	1	1	0	1	0	0	2	0	1	0	2	3	0	5	3	2	4	1	3	0	0	1	1	33	15%
Total	7	6	5	1	1	1	2	14	12	8	5	13	18	15	11	13	27	16	17	13	5	1	6	5	222	
%	3%	3%	2%	0%	0%	0%	1%	6%	5%	4%	2%	6%	8%	7%	5%	6%	12%	7%	8%	6%	2%	0%	3%	2%		

Manhattan Area Density Map of Traffic Crashes in the 1st Quarter 2026

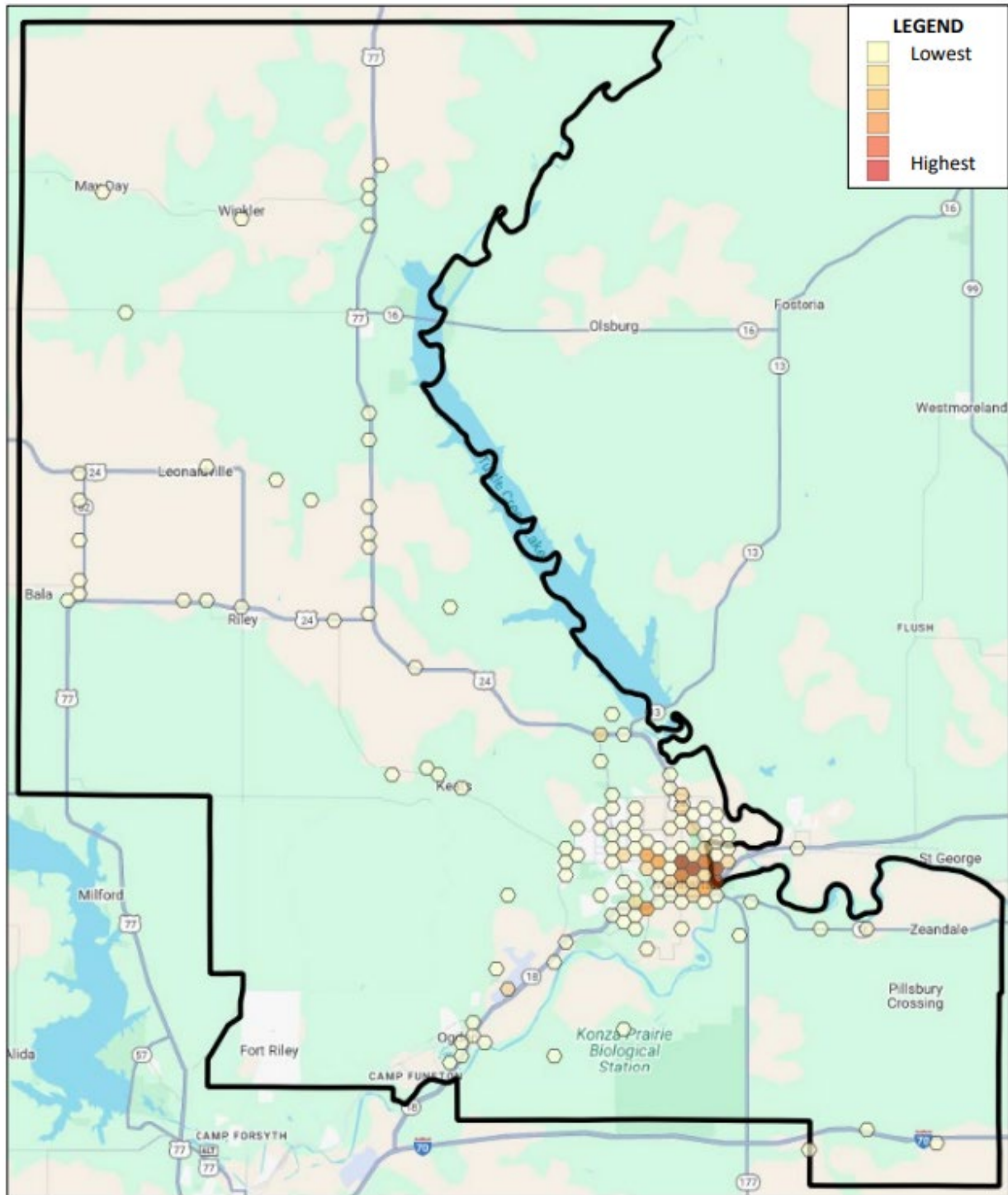


Geographic hot spots

- The 3 highest areas for crashes were:
 - Bluemont Ave & 4th St (8)
 - Tuttle Creek Blvd & Bluemont Ave (8)
 - Tuttle Creek Blvd & E Poyntz Ave (8)
- Below is a list of locations with 4 or more crashes in the 1st quarter, in order of number of accidents:
 - Bluemont Ave & 4th St
 - Tuttle Creek Blvd & Bluemont Ave
 - Tuttle Creek Blvd & E Poyntz Ave
 - N Manhattan Ave & Fremont St
 - College Ave & Claflin Rd
 - Fort Riley Blvd & Rosencutter Rd

RILEY COUNTY POLICE DEPARTMENT Report Submission

County Wide Density Map of Traffic Crashes in the 1st Quarter 2026



RILEY COUNTY POLICE DEPARTMENT
Report Submission

Conclusion

Beginning with this quarterly report, I will begin to compare year-over-year data (the current year's quarter with the previous year's quarter), and quarter-over-quarter data (the current quarter and the immediately previous quarter). These two different analyses will provide different information. The year-over-year analysis will compare the same time period each year, which is important because of the seasonality and population differences at different times of year. The quarter-over-quarter analysis will help show immediate trends that need addressing.

While there were 25% more injury accidents in the first quarter of 2026 compared to the first quarter of 2025, there was an 19% decrease in injury accidents compared to the fourth quarter of 2025. Likewise, comparing first quarters, there was a 13% increase in accidents caused by an ARC violation, but a 35% decrease from the fourth quarter of 2025. So annually, we have seen some increases, but recently, the trends have been downward.

Total traffic stops continue to trend upwards. The total number of ARC citations/warnings is relatively stable, meaning that as traffic stops have increased, the percentage of ARC stops has not increased at the same rate. The traffic focus of the Patrol Division will continue to be on those violations that are inherently related to traffic safety.

Major Scott Hajek
Chief of Patrol
Riley County Police Department



POLICY APPROVAL TRANSMITTAL FORM

- | | |
|--|--|
| <input type="checkbox"/> General Order (<i>Requires Law Board Approval</i>)
<input checked="" type="checkbox"/> New Policy
<input type="checkbox"/> Update Existing Policy | <input type="checkbox"/> Special Order |
|--|--|

Policy Number & Title (*if applicable*): 33.4.5 - Prior Basic Law Enforcement Training

Purpose / Summary of Policy


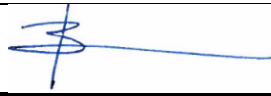
Brief description of what the policy does and why it is being established or revised.

CALEA required this new standard. The intent of this policy is to establish procedures for evaluating prior law enforcement training completed by candidates who are applying from other agencies.

Reviews & Approvals	Name	Date
Command Staff		04-07-2026
Deputy Director	Erin Freidline	03-11-2026
Director	Brian Peete	04-21-2026
Department Legal Review (<i>if required</i>)	Derrick Roberson	
Law Board Legal Review (<i>if required</i>)	Michael Gillespie	
RCPD All / Employees		03-13-2026

Governing Body Approval / Signature:

Kathryn Focke, Chairperson Riley County Law Enforcement Agency (Law Board)	Date
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Policy Title: 33.4.5 Prior Basic Law Enforcement Training		
Policy & Procedures	Approved On:	Order:
 RILEY COUNTY POLICE DEPARTMENT <small>To reduce crime and improve the quality of life for the citizens we serve</small>	Approved: 	
	Brian R. Peete, Director	
Riley County Police Department	CALEA Standard:	
Manhattan, KS	33.4.5	
Chapter: 33 – Training and Career Development		

1. **Purpose:** The intent of this policy is to establish procedures for evaluating prior law enforcement training completed by candidates who are seeking employment with the Riley County Police Department. The purpose of this evaluation is to ensure that all candidates meet the training standards required by the RCPD and the Kansas Law Enforcement Training Center prior to release from training and being assigned to solo patrol.
2. **Procedures:**
 - A. **Review of Basic Law Enforcement Training (CALEA 33.4.5(a))**
 1. Human Resources will request all personnel and training files from any agency where the applicant was previously employed as part of the hiring process. If hired, the training records will be forwarded to the Training Office for review.
 2. The Training Office will conduct a documented review of the candidates’ basic law enforcement training curriculum as well as any supplemental in-service training, specialized training, and other professional development courses completed during their prior law enforcement employment. This review will evaluate the candidate’s overall training history and assess their knowledge, skills, and abilities in order to identify and determine any additional internal training requirements. See 2.B.3(CALEA 33.4.5a,b)
 - B. **Validation of Prior Training to Department and State Requirements (CPOST)**
 1. **In-State Law Enforcement Academies**
 - a. Upon being hired at the Riley County Police Department, the Kansas Commission on Peace Officers Standards and Training (CPOST) will review the candidate’s existing training records to validate their sworn Law Enforcement Officer status within the State of Kansas. Once completed, CPOST will forward validation to the RCPD.
 2. **Out of State Law Enforcement Academies (CALEA33.4.5c)**
 - a. Candidates trained outside the State of Kansas shall complete the reciprocity process through the Kansas Law Enforcement Training Center (KLETC). The includes the completion of:
 - i. Form 131 – Application for Reciprocity Certification

ii. Form 132 – Reciprocity Authority for Release of Information

- b. Upon hiring, the candidate or their prior agency will forward existing training records to CPOST to validate their sworn Law Enforcement Officer status within the State of Kansas.
- c. Once reviewed and validated, CPOST will issue a provisional- certification in accordance with [K.S.A.74- 5605](#). However, officers will obtain full CPOST certification prior to performing law enforcement duties at the RCPD.
- d. Candidates seeking reciprocity shall complete the required reciprocity examination administered through KLETC. The Director or designee shall verify the examination is properly proctored by the department and that the candidate successfully completes the required firearms qualification and other applicable requirements. Upon successful completion, the candidate will be certified as a Law Enforcement Officer in the State of Kansas.

3. Completion of Additional Training

- a. Any training gaps identified during the review process will be addressed through additional training prior to assignment to full law enforcement duties. This may include, but not limited to, department training in:
 - i. Oleoresin Capsicum (OC) Spray;
 - ii. Conducted Energy Weapon (Taser)
 - iii. Firearms qualification
 - iv. Defensive Tactics
 - v. Other department-required training
- b. Completion of all additional training required to address identified gaps shall be documented and maintained in the officer’s personnel training file. (CALEA33.4.5d)

Riley County Police Department
Cash Receipts Report
Net Changes from 4/1/2026 to 4/30/2026

From Year-Period [2026 - 04] To [2026 - 04]
From Account No. [600100-00] To [640902-00]

Account Number	Description	Net Changes Credits	
600100-00	Manhattan	2,005,898.00	8,023,592.00
600200-00	Riley County	1,504,423.00	3,008,846.00
610110-00	Copy Fees-Discovery, etc.	135.00	710.00
610112-00	Copy Fees-Records	618.68	2,380.90
610113-00	Fingerprint Fees-Records	1,386.67	3,764.47
Budget:		3,512,461.35	11,039,293.37
610220-03	KSU Contracts-Overtime	27,681.00	33,934.00
620900-07	Misc Reimbursements-training	9.07	4,059.02
620900-08	Misc Reimbursements-postage	50.26	175.01
620900-11	Misc Reimbursements-building & grounds	0.00	7.89
620900-13-130	Misc Reimbursements-vehicles	9,355.58	10,438.65
620900-14	Misc Reimbursements-phone	38.52	682.87
620900-17-170	Misc Reimbursements-jail	226.04	23,132.94
620900-20	Misc Reimbursements-Cont Svc	0.00	4,950.81
620900-20-401	Misc Reimbursements-Contr Svs-COPS Grant	111,275.69	111,275.69
620900-30	Misc Reimbursements-comm eq	0.00	118.00
620900-34-130	Misc Reimbursements-vehicles	0.00	252.50
630410-31	STEP grant-Equipment	0.00	4,083.27
630500-01	Special Alcohol Funds-Salaries	0.00	22,000.00
632700-03	STEP Grant-OT	0.00	1,881.11
632800-01-417	VOCA 2026 Grant Reimb	7,820.00	46,446.00
Budget Credits:		156,456.16	263,437.76
640900-00	Misc Non-Budget Credit Reimb	275.65	275.65
640902-00	Prior year Restitution	330.95	5,940.45
Non-Budget Credits:		606.60	6,216.10
		<u>3,669,524.11</u>	<u>11,308,947.23</u>

Riley County Police Department Journal Entries

From Fiscal Period [2026-04] To [2026-04]
For Source Code [GL-JE]

Acct #/Ref	Description	Date	Year	Prd	Debits	Credits
700101-01-457	Salaries-Full Time VOCA Grant 2026 Match					
Salary April	M Mosher	4/30/2026	2026	04	1,513.00	
	Total: Salaries-Full Time VOCA Grant 2026 Match				1,513.00	0.00
700120-01	Regular Salaries-----INVEST'N					
Salary April	M Mosher	4/30/2026	2026	04		7,566.00
	Total: Regular Salaries-----INVEST'N				0.00	7,566.00
700122-01-417	VOCA Grant Salaries 2026					
Salary April	M Mosher	4/30/2026	2026	04	6,053.00	
	Total: VOCA Grant Salaries 2026				6,053.00	0.00
Adjust VAC Salary entires per VOCA Grant Reporting Requirements: Completed by: <i>Jennifer R. Schneider</i> Approved by: <i>[Signature]</i>						
743700-37	KPERS					
April KPERS	M Mosher	4/30/2026	2026	04		801.00
	Total: KPERS				0.00	801.00
743700-37-417	KPERS - VOCA Grant 2026					
April KPERS	M Mosher	4/30/2026	2026	04	641.00	
	Total: KPERS - VOCA Grant 2026				641.00	0.00
743700-37-457	KPERS - VOCA Grant Match 2026					
April KPERS	M Mosher	4/30/2026	2026	04	160.00	
	Total: KPERS - VOCA Grant Match 2026				160.00	0.00
Adjust VAC KPERS entires per VOCA Grant Reporting Requirements: Completed by: <i>Jennifer R. Schneider</i> Approved by: <i>[Signature]</i>						
743800-38	Social Security					
April SS	M Mosher	4/30/2026	2026	04		469.00
	Total: Social Security				0.00	469.00
743800-38-417	Social Security - VOCA Grant 2026					
April SS	M Mosher	4/30/2026	2026	04	375.00	
	Total: Social Security - VOCA Grant 2026				375.00	0.00
743800-38-457	Social Security - VOCA Grant Match 2026					
April SS	M Mosher	4/30/2026	2026	04	94.00	
	Total: Social Security - VOCA Grant Match 2026				94.00	0.00
Adjust VAC SS entires per VOCA Grant Reporting Requirements: Completed by: <i>Jennifer R. Schneider</i> Approved by: <i>[Signature]</i>						
743810-38	Medicare Tax					
April Medicare	M Mosher	4/30/2026	2026	04		110.00
	Total: Medicare Tax				0.00	110.00
743810-38-417	Medicare Tax- VOCA Grant 2026					
April Medicare	M Mosher	4/30/2026	2026	04	88.00	
	Total: Medicare Tax- VOCA Grant 2026				88.00	0.00

Riley County Police Department Journal Entries

From Fiscal Period [2026-04] To [2026-04]
For Source Code [GL-JE]

Acct #/Ref	Description	Date	Year	Prd	Debits	Credits
743810-38-457	Medicare Tax- VOCA Grant Match 2026					
April Medicare	M Mosher	4/30/2026	2026	04	22.00	
	Total: Medicare Tax- VOCA Grant Match 2026				22.00	0.00
Adjust VAC Medicare entires per VOCA Grant Reporting Requirements: Completed by: <i>Jennifer Pilschneider</i> Approved by: <i>[Signature]</i>						
743900-39	Health Insurance					
April Health Ins	M Mosher	4/30/2026	2026	04		644.00
	Total: Health Insurance				0.00	644.00
743900-39-417	Health Insurance - VOCA Grant 2026					
April Health Ins	M Mosher	4/30/2026	2026	04	515.00	
	Total: Health Insurance - VOCA Grant 2026				515.00	0.00
743900-39-457	Health Insurance - VOCA Grant Match 2026					
April Health Ins	M Mosher	4/30/2026	2026	04	129.00	
	Total: Health Insurance - VOCA Grant Match 2026				129.00	0.00
Adjust VAC Health Insurance entires per VOCA Grant Reporting Requirements: Completed by: <i>Jennifer Pilschneider</i> Approved by: <i>[Signature]</i>						
744000-40	Workers Comp Insured deductibles					
April WC	M Mosher	4/30/2026	2026	04		178.00
	Total: Workers Comp Insured deductibles				0.00	178.00
744000-40-417	Workers Comp - VOCA Grant 2026					
April WC	M Mosher	4/30/2026	2026	04	142.00	
	Total: Workers Comp - VOCA Grant 2026				142.00	0.00
744000-40-457	Workers Comp - VOCA Grant Match 2026					
April WC	M Mosher	4/30/2026	2026	04	36.00	
	Total: Workers Comp - VOCA Grant Match 2026				36.00	0.00
Adjust VAC Workers Comp Insurance entires per VOCA Grant Reporting Requirements: Completed by: <i>Jennifer Pilschneider</i> Approved by: <i>[Signature]</i>						
744100-41	Unemployment Compensation					
April Unemploy Ins	M Mosher	4/30/2026	2026	04		8.00
	Total: Unemployment Compensation				0.00	8.00
744100-41-417	Unemployment Compensation - VOCA Grant 2026					
April Unemploy Ins	M Mosher	4/30/2026	2026	04	6.00	
	Total: Unemployment Compensation - VOCA Grant 2026				6.00	0.00
744100-41-457	Unemployment Compensation - VOCA Grant Match 2026					
April Unemploy Ins	M Mosher	4/30/2026	2026	04	2.00	
	Total: Unemployment Compensation - VOCA Grant Match 2026				2.00	0.00
Adjust VAC Uemploy Compensation entires per VOCA Grant Reporting Requirements: Completed by: <i>Jennifer Pilschneider</i> Approved by: <i>[Signature]</i>						

DISBURSEMENTS/REVENUES/TRANSFERS - Fund.. 168 RCPD Federal Seizure Fund							
Obj	Prj Description	Kind	Budget \$	M-T-D	Y-T-D	%	Remaining
<u>Department.142</u> Riley Co Police Dept							
602	Miscellaneous Collection	R	.00	.00	53,308.12		.00
402	Investment Interest	R	.00	1,542.21	2,994.47		.00
Department Revenue.. #142			.00	1,542.21	56,302.59 *		.00
Total Revenue Fund.... 168			.00	1,542.21	56,302.59 **		
Total Trans. IN Fund.. 168			.00	.00	.00 **		
Total Rev. & Trans. .. 168			.00	1,542.21	56,302.59 **		
Total Disbursements... 168			.00	.00	.00 **		

BUDGETARY EXPENDITURES - Fund.. 168 RCPD Federal Seizure Fund							
Obj	Prj Description	Budget \$	Used M-T-D	Used Y-T-D	%Used	Remaining	Encumbrance Available
Total Expenditures Fund 168		.00	.00	.00		.00	.00 .00 **

SUMMARY for - Fund 168 RCPD Federal Seizure Fund	
Beginning Year Balance.....	144,463.75
YTD Revenue.....	56,302.59
YTD Reported Expenses.....	.00
YTD Non-Reported Expenses...	.00
YTD Treasurer Disbursements..	.00
YTD Transfers In.....	.00
YTD Transfers Out.....	.00
Prior Year Voided Checks....	.00
Prior Year Expenses00
Prior Year Revenues00
Prior Year Corrections.....	.00
Ending Fund Balance.....	200,766.34 ***

DISBURSEMENTS/REVENUES/TRANSFERS - Fund.. 169 RCPD State Seizure Fund							
Obj	Prj	Description	Kind	Budget \$	M-T-D	Y-T-D	% Remaining
<u>Department.142 Riley Co Police Dept</u>							
875		Misc. Expenses	D	.00	.00	2,619.98-	.00
402		Investment Interest	R	.00	1,663.45	3,558.31	.00
		Department Revenue.. #142		.00	1,663.45	3,558.31 *	.00
		Department Dsbmnts.. #142		.00	.00	2,619.98-*	
		Total Revenue Fund... 169		.00	1,663.45	3,558.31 **	
		Total Trans. IN Fund.. 169		.00	.00	.00 **	
		Total Rev. & Trans. .. 169		.00	1,663.45	3,558.31 **	
		Total Disbursements... 169		.00	.00	2,619.98-**	

BUDGETARY EXPENDITURES - Fund.. 169 RCPD State Seizure Fund								
Obj	Prj	Description	Budget \$	Used M-T-D	Used Y-T-D	%Used	Remaining	Encumbrance Available
<u>Total Expenditures Fund 169</u>								
			.00	.00	.00		.00	.00 .00 **

SUMMARY for - Fund 169 RCPD State Seizure Fund	
Beginning Year Balance.....	184,461.76
YTD Revenue.....	3,558.31
YTD Reported Expenses.....	.00
YTD Non-Reported Expenses...	.00
YTD Treasurer Disbursements..	2,619.98-
YTD Transfers In.....	.00
YTD Transfers Out.....	.00
Prior Year Voided Checks....	.00
Prior Year Expenses00
Prior Year Revenues00
Prior Year Corrections.....	.00
Ending Fund Balance.....	185,400.09 ***

This report is generated by Riley County. It shows RCPD's State Seizure Activity throughout the last month.

DISBURSEMENTS/REVENUES/TRANSFERS - Fund.. 173 RCPD Levy/Op							
Obj	Prj	Description	Kind	Budget \$	M-T-D	Y-T-D	% Remaining
<u>Department.. 0 Not Designated</u>							
180		Distr - Real Current	R	6,205,946.00	.00	3,566,293.68	57.47 2,639,652.32
182		Distr - Oil & Gas Curr.	R	.00	.00	516.74	.00
184		Distr - P.P. Current	R	.00	.00	36,855.29	.00
190		Distr - 16/20M Trucks Cur	R	3,502.00	.00	2,328.85	66.50 1,173.15
193		Distr - Watercraft Cur	R	3,220.00	.00	2,169.43	67.37 1,050.57
181		Distr - Real Delq.	R	71,807.00	.00	71,767.08	99.94 39.92
183		Distr - Oil & Gas Delinq	R	.00	.00	9.24	.00
185		Distr - P.P. Delq.	R	.00	.00	2,053.31	.00
192		Distr - 16/20M Trucks Del	R	.00	.00	88.96	.00
194		Distr - Watercraft Del	R	.00	.00	202.88	.00
102		Distr - Motor Vehicle Tax	R	386,202.00	.00	121,083.99	31.35 265,118.01
103		Vehicle Rental Excise Tax	R	.00	.00	4,516.79	.00
113		Distr - RV Tax	R	3,599.00	.00	789.85	21.95 2,809.15
130		Distr - Commercial Veh	R	16,400.00	.00	4,072.08	24.83 12,327.92
191		Distr - TIF Adjustment	R	.00	.00	70,328.85-	.00
Department Revenue.. # 0				6,690,676.00	.00	3,742,419.32 *	2,922,171.04
<u>Department.171 RCPD Operations</u>							
600		Miscellaneous Reimb	R	.00	.00	500.00	.00
650		Expense Reimbursement	R	.00	.00	243.11	.00
Department Revenue.. #171				.00	.00	743.11 *	.00
<u>Department.416 HD-KCCTF</u>							
Total Revenue Fund.... 173				6,690,676.00	.00	3,743,162.43 **	55.95
Total Trans. IN Fund.. 173				.00	.00	.00 **	
Total Rev. & Trans. .. 173				6,690,676.00	.00	3,743,162.43 **	
Total Disbursements... 173				.00	.00	.00 **	

BUDGETARY EXPENDITURES - Fund.. 173 RCPD Levy/Op							
Obj	Prj	Description	Budget \$	Used M-T-D	Used Y-T-D	%Used	Remaining Encumbrance Available
<u>Department.. 0 Not Designated</u>							
<u>Department.171 RCPD Operations</u>							
2200		Office Equipment Rent	2,000.00	.00	.00		2,000.00 .00 2,000.00
2220		Building Space Rental	12,000.00	1,000.00	4,000.00	33.33	8,000.00 .00 8,000.00
2480		Repair/Maint Build/Gr	150,000.00	14,644.89	25,754.49	17.17	124,245.51 .00 124,245.51
2650		Physician Fees	375,000.00	37,647.61	131,042.63	34.94	243,957.37 .00 243,957.37

This report is generated by Riley County. It shows the County's Expenditures on the Riley County Police Department including contributions towards their budget obligation and payments on RCPD's facilities. For further information please refer to the County's Finance and Budget Section.

BUDGETARY EXPENDITURES - Fund.. 173 RCPD Levy/Op								
Obj	Prj Description	Budget \$	Used M-T-D	Used Y-T-D	%Used	Remaining	Encumbrance	Available
Department.171 (continued)								
2655	Hospital Fees	20,000.00	.00	.00		20,000.00	.00	20,000.00
2900	Budget Appropriations	6,017,692.00	1,504,423.00	3,008,846.00	50.00	3,008,846.00	.00	3,008,846.00
2990	Other Contract Serv	75,000.00	.00	.00		75,000.00	.00	75,000.00
Total Contractual Expenses		6,651,692.00	1,557,715.50	3,169,643.12	47.65	3,482,048.88	.00	3,482,048.88
3010	Office Supplies	250.00	.00	.00		250.00	.00	250.00
3060	Medical Supplies	250.00	.00	.00		250.00	.00	250.00
3070	Prescriptions	250.00	.00	.00		250.00	.00	250.00
Total Commodities Expense		750.00	.00	.00		750.00	.00	750.00
Department Expense # 171		6,652,442.00	1,557,715.50	3,169,643.12	47.65	3,482,798.88	.00	3,482,798.88 *
Expense & Transfers# 171		6,652,442.00	1,557,715.50	3,169,643.12				
Department.416 HD-KCCTF								
Total Expenditures Fund 173		6,652,442.00	1,557,715.50	3,169,643.12	47.65	3,482,798.88	.00	3,482,798.88 **

SUMMARY for - Fund 173 RCPD Levy/Op	
Beginning Year Balance.....	65,430.29
YTD Revenue.....	3,743,162.43
YTD Reported Expenses.....	3,169,643.12-
YTD Non-Reported Expenses...	.00
YTD Treasurer Disbursements..	.00
YTD Transfers In.....	.00
YTD Transfers Out.....	.00
Prior Year Voided Checks....	.00
Prior Year Expenses	23,566.76-
Prior Year Revenues00
Prior Year Corrections.....	.00
Ending Fund Balance.....	615,382.84 ***

**RILEY COUNTY POLICE DEPARTMENT
MONTHLY BUDGET STATUS REPORT**

April 30, 2026	Budget	Current Actual	Actual-YTD	% to date	Last YTD	Remaining	% Balance
	Authorization	April	4 Months	33.33%	Actual	8 Months	66.67%
01 Salaries-Full Time	19,318,943.00	1,526,508.59	6,087,859.08	31.51%	5,808,594.77	13,231,083.92	68.49%
02 Salaries-Part Time	125,000.00	8,621.04	33,424.05	26.74%	46,877.03	91,575.95	73.26%
03 Salaries-Overtime	491,762.00	48,706.01	176,548.84	35.90%	204,006.91	315,213.16	64.10%
TOTAL SALARIES	19,935,705.00	1,583,835.64	6,297,831.97	31.59%	6,059,478.71	13,637,873.03	68.41%
36 Kansas Police & Fire	2,782,081.00	214,982.87	857,155.52	30.81%	902,445.87	1,924,925.48	69.19%
37 KPERS	890,865.00	71,954.02	279,461.54	31.37%	265,914.65	611,403.46	68.63%
38 Social Security	812,427.00	62,581.98	247,751.75	30.50%	238,064.73	564,675.25	69.50%
39 Health Insurance	1,772,296.00	147,000.00	588,000.00	33.18%	540,000.00	1,184,296.00	66.82%
40 Workers Compensation Insurance	373,189.00	102,550.36	105,411.92	28.25%	64,056.40	267,777.08	71.75%
41 Unemployment Compensation	20,012.00	1,506.12	5,984.62	29.91%	5,746.62	14,027.38	70.09%
TOTAL EMPLOYEE BENEFITS	6,650,870.00	600,575.35	2,083,765.35	31.33%	2,016,228.27	4,567,104.65	68.67%
TOTAL PERSONNEL COSTS	26,586,575.00	2,184,410.99	8,381,597.32	31.53%	8,075,706.98	18,204,977.68	68.47%
04 Utilities	205,000.00	9,310.99	27,641.67	13.48%	44,054.24	177,358.33	86.52%
05 Insurance	425,250.00	1,137.00	525,546.56	123.59%	559,642.92	-100,296.56	-23.59%
06 Legal & Accounting	85,000.00	18,365.10	37,761.50	44.43%	22,725.54	47,238.50	55.57%
07 Training & Travel	113,500.00	12,313.91	28,883.80	25.45%	18,044.87	84,616.20	74.55%
08 Postage	7,400.00	221.81	1,294.04	17.49%	1,408.69	6,105.96	82.51%
09 Printing	7,500.00	302.25	368.00	4.91%	92.02	7,132.00	95.09%
10 Rentals-Maint Agreements	60,000.00	4,265.80	9,531.91	15.89%	14,834.99	50,468.09	84.11%
11 Building & Grounds	30,000.00	949.01	17,237.68	57.46%	17,236.72	12,762.32	42.54%
12 Equipment Repair & Maintenance	40,000.00	1,652.21	3,099.10	7.75%	2,694.93	36,900.90	92.25%
13 Vehicle Maintenance	127,500.00	20,914.40	32,507.02	25.50%	47,610.01	94,992.98	74.50%
14 Telephone Service	62,000.00	4,786.91	11,338.24	18.29%	14,598.73	50,661.76	81.71%
16 Medical Fees	15,000.00	1,906.00	7,753.00	51.69%	7,884.00	7,247.00	48.31%
19 Contractual Services-Computers	783,857.00	26,553.91	201,538.76	25.71%	462,948.30	582,318.24	74.29%
20 Other Contractual Services	294,830.00	48,661.60	163,198.34	55.35%	113,990.76	131,631.66	44.65%
TOTAL CONTRACTUAL SERVICES	2,256,837.00	151,340.90	1,067,699.62	47.31%	1,327,766.72	1,189,137.38	52.69%
17 Prisoner Food & Care	345,000.00	45,991.39	132,053.57	38.28%	121,570.46	212,946.43	61.72%
21 Community Services	7,000.00	0.00	0.00	0.00%	417.83	7,000.00	100.00%
22 Books, Subscriptions, Memberships	10,650.00	108.85	1,875.45	17.61%	4,362.53	8,774.55	82.39%
23 Uniforms & Accessories	43,150.00	2,249.44	4,361.04	10.11%	17,220.45	38,788.96	89.89%
25 Maintenance Supplies	19,500.00	760.87	4,108.36	21.07%	2,578.83	15,391.64	78.93%
26 Fuel & Lubrication	214,000.00	23,909.55	58,758.04	27.46%	59,651.63	155,241.96	72.54%
27 Vehicle Tires	17,000.00	0.00	3,472.25	20.43%	620.20	13,527.75	79.58%
28 Office Supplies	24,500.00	462.87	2,593.56	10.59%	3,072.48	21,906.44	89.41%
29 Replenishment Supplies	47,300.00	3,929.59	37,921.27	80.17%	19,321.35	9,378.73	19.83%
TOTAL COMMODITIES	728,100.00	77,412.56	245,143.54	33.67%	228,815.76	482,956.46	66.33%
30 Communications Equipment	10,000.00	0.00	23.78	0.24%	1,652.57	9,976.22	99.76%
31 Guns & Crime Equipment	60,000.00	0.00	354.59	0.59%	24,537.18	59,645.41	99.41%
32 Furniture	10,000.00	188.47	1,111.26	11.11%	1,631.78	8,888.74	88.89%
33 Office Equipment	365,200.00	17,915.01	18,040.16	4.94%	42,265.97	347,159.84	95.06%
34 Vehicles and Equipment	321,250.00	0.00	304,818.27	94.89%	88,348.31	16,431.73	5.11%
TOTAL CAPITAL OUTLAY	766,450.00	18,103.48	324,348.06	42.32%	158,435.81	442,101.94	57.68%
TOTAL NON-PERSONNEL COSTS	3,751,387.00	246,856.94	1,637,191.22	43.64%	1,715,018.29	2,114,195.78	56.36%
TOTAL EXPENDITURES	30,337,962.00	2,431,267.93	10,018,788.54	33.02%	9,790,725.27	20,319,173.46	66.98%

RILEY COUNTY POLICE DEPARTMENT REPORT OF AVAILABLE BUDGET

April 30, 2026		Budget	Budget	Total	Spent-YTD	Encumbered	Total Used	% Used	Remaining
		Authorization	Credits	Spendable	4 Months		To Date	To Date	Available
01	Salaries-Full Time	19,318,943.00	68,446.00	19,387,389.00	6,087,859.08	0.00	6,087,859.08	31.40%	13,299,529.92
02	Salaries-Part Time	125,000.00	0.00	125,000.00	33,424.05	0.00	33,424.05	26.74%	91,575.95
03	Salaries-Overtime	491,762.00	35,815.11	527,577.11	176,548.84	0.00	176,548.84	33.46%	351,028.27
TOTAL SALARIES		19,935,705.00	104,261.11	20,039,966.11	6,297,831.97	0.00	6,297,831.97	31.43%	13,742,134.14
36	Kansas Police & Fire	2,782,081.00	0.00	2,782,081.00	857,155.52	0.00	857,155.52	30.81%	1,924,925.48
37	KPERS	890,865.00	0.00	890,865.00	279,461.54	0.00	279,461.54	31.37%	611,403.46
38	Social Security	812,427.00	0.00	812,427.00	247,751.75	0.00	247,751.75	30.50%	564,675.25
39	Health Insurance	1,772,296.00	0.00	1,772,296.00	588,000.00	0.00	588,000.00	33.18%	1,184,296.00
40	Workers Compensation Insurance	373,189.00	0.00	373,189.00	105,411.92	0.00	105,411.92	28.25%	267,777.08
41	Unemployment Compensation	20,012.00	0.00	20,012.00	5,984.62	0.00	5,984.62	29.91%	14,027.38
TOTAL EMPLOYEE BENEFITS		6,650,870.00	0.00	6,650,870.00	2,083,765.35	0.00	2,083,765.35	31.33%	4,567,104.65
TOTAL PERSONNEL COSTS		26,586,575.00	104,261.11	26,690,836.11	8,381,597.32	0.00	8,381,597.32	31.40%	18,309,238.79
04	Utilities	205,000.00	0.00	205,000.00	27,641.67	0.00	27,641.67	13.48%	177,358.33
05	Insurance	425,250.00	0.00	425,250.00	525,546.56	0.00	525,546.56	123.59%	-100,296.56
06	Legal & Accounting	85,000.00	0.00	85,000.00	37,761.50	0.00	37,761.50	44.43%	47,238.50
07	Training & Travel	113,500.00	4,059.02	117,559.02	28,883.80	0.00	28,883.80	24.57%	88,675.22
08	Postage	7,400.00	175.01	7,575.01	1,294.04	0.00	1,294.04	17.08%	6,280.97
09	Printing	7,500.00	0.00	7,500.00	368.00	0.00	368.00	4.91%	7,132.00
10	Rentals-Maint Agreements	60,000.00	0.00	60,000.00	9,531.91	0.00	9,531.91	15.89%	50,468.09
11	Building & Grounds	30,000.00	7.89	30,007.89	17,237.68	0.00	17,237.68	57.44%	12,770.21
12	Equipment Repair & Maintenance	40,000.00	0.00	40,000.00	3,099.10	0.00	3,099.10	7.75%	36,900.90
13	Vehicle Maintenance	127,500.00	10,438.65	137,938.65	32,507.02	0.00	32,507.02	23.57%	105,431.63
14	Telephone Service	62,000.00	682.87	62,682.87	11,338.24	0.00	11,338.24	18.09%	51,344.63
16	Medical Fees	15,000.00	0.00	15,000.00	7,753.00	0.00	7,753.00	51.69%	7,247.00
19	Contractual Services-Computers	783,857.00	0.00	783,857.00	201,538.76	0.00	201,538.76	25.71%	582,318.24
20	Other Contractual Services	294,830.00	116,226.50	411,056.50	163,198.34	0.00	163,198.34	39.70%	247,858.16
TOTAL CONTRACTUAL SERVICES		2,256,837.00	131,589.94	2,388,426.94	1,067,699.62	0.00	1,067,699.62	44.70%	1,320,727.32
17	Prisoner Food & Care	345,000.00	23,132.94	368,132.94	132,053.57	0.00	132,053.57	35.87%	236,079.37
21	Community Services	7,000.00	0.00	7,000.00	0.00	0.00	0.00	0.00%	7,000.00
22	Books, Subscriptions, Memberships	10,650.00	0.00	10,650.00	1,875.45	0.00	1,875.45	17.61%	8,774.55
23	Uniforms & Accessories	43,150.00	0.00	43,150.00	4,361.04	0.00	4,361.04	10.11%	38,788.96
25	Maintenance Supplies	19,500.00	0.00	19,500.00	4,108.36	0.00	4,108.36	21.07%	15,391.64
26	Fuel & Lubrication	214,000.00	0.00	214,000.00	58,758.04	0.00	58,758.04	27.46%	155,241.96
27	Vehicle Tires	17,000.00	0.00	17,000.00	3,472.25	0.00	3,472.25	20.43%	13,527.75
28	Office Supplies	24,500.00	0.00	24,500.00	2,593.56	0.00	2,593.56	10.59%	21,906.44
29	Replenishment Supplies	47,300.00	0.00	47,300.00	37,921.27	0.00	37,921.27	80.17%	9,378.73
TOTAL COMMODITIES		728,100.00	23,132.94	751,232.94	245,143.54	0.00	245,143.54	32.63%	506,089.40
30	Communications Equipment	10,000.00	118.00	10,118.00	23.78	0.00	23.78	0.24%	10,094.22
31	Guns & Crime Equipment	60,000.00	4,083.27	64,083.27	354.59	0.00	354.59	0.55%	63,728.68
32	Furniture	10,000.00	0.00	10,000.00	1,111.26	0.00	1,111.26	11.11%	8,888.74
33	Office Equipment	365,200.00	0.00	365,200.00	18,040.16	0.00	18,040.16	4.94%	347,159.84
34	Vehicles and Equipment	321,250.00	252.50	321,502.50	304,818.27	0.00	304,818.27	94.81%	16,684.23
TOTAL CAPITAL OUTLAY		766,450.00	4,453.77	770,903.77	324,348.06	0.00	324,348.06	42.07%	446,555.71
TOTAL NON-PERSONNEL COSTS		3,751,387.00	159,176.65	3,910,563.65	1,637,191.22	0.00	1,637,191.22	41.87%	2,273,372.43
TOTALS		30,337,962.00	263,437.76	30,601,399.76	10,018,788.54	0.00	10,018,788.54	32.74%	20,582,611.22

GRANT AGREEMENT
Riley County Police Department

This Grant Agreement is made and entered into this ____ day of _____, 2026 (the “Agreement Date”), by and between the City of Manhattan, Kansas, a municipal corporation, (the “City”); the Riley County Police Department (“RCPD”) and the Riley County Law Enforcement Agency (“the Agency”).

WHEREAS, the City receives its portion of the State of Kansas alcoholic liquor sales tax, collected pursuant to K.S.A. 79-41a02 *et seq.* (“Special Alcohol Funds”), which may only be used in compliance with state law; and,

WHEREAS, K.S.A. 79-41a04(d) states that a portion of the Special Alcohol Funds “shall be expended only for the purchase, establishment, maintenance, or expansion of services or programs whose principal purpose is alcoholism and drug abuse prevention and education, alcohol and drug detoxification, intervention in alcohol and drug abuse or treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers” (the “Approved Uses”); and,

WHEREAS, in 2027, RCPD seeks a grant from the Special Alcohol Funds to employ a Reintegration Coordinator, (the “Coordinator”) as described in RCPD’s 2027 funding request, attached as Exhibit A and incorporated by reference, whose duties have a heavy emphasis on serving inmates who suffer from alcohol and drug substance use disorder; and,

WHEREAS, the governing body finds that the Coordinator position meets the Approved Uses and desires to fund the position with the Special Alcohol Funds.

NOW THEREFORE, the parties agrees as follows:

ARTICLE I
GRANT

- A. **Grant.** The City shall provide a grant to RCPD in the amount of **\$98,160.00** (“Grant Funds”) from the 2027 Special Alcohol Funds. The City shall pay the Grant Funds in four equal installments of **\$24,540.00**, each on or before March 15, June 15, September 15, and December 15, of 2027. RCPD shall return any Grant Funds that are unused as of December 31, 2027, to the City by January 31, 2028.
- B. **Use of Grant Funds.** RCPD agrees to use the Grant Funds consistent with the Approved Uses and as stated in RCPD’s funding request. RCPD must receive the governing body’s prior approval to use the Grant Funds for any other purposes. If RCPD’s use of Grant Funds does not comply with this Agreement, RCPD agrees to reimburse the City for the Grant Funds. The City also reserves the right to withhold, or reduce, the payment of any, or all, of the installments, if the City in its sole discretion, determines that RCPD is not in compliance with this Agreement, that such funds are needed to fulfill other necessary City functions, or for any other reason deemed appropriate by the City. In such event, the City will use its best efforts to notify RCPD as timely as possible, but in any event prior to the payment date of the installment(s) being withheld or reduced.
- C. **Term.** The term of this Agreement begins January 1, 2027, and terminates on December 31, 2027, unless terminated earlier as provided herein.
- D. **Audits by City.** The City may request visit(s) to RCPD’s site, as the City deems necessary, to confirm compliance with this Agreement. Site visits will be performed within 30 calendar days of the City’s request(s). The City may request financial data, including revenues, expenses, assets, liabilities, or cash balances for the previous fiscal year, from RCPD that the City deems necessary to assist it in analyzing

RCPD's financial condition and to confirm compliance with this Agreement. All reports submitted to the City may be a public record subject to disclosure pursuant to the Kansas Open Records Act, K.S.A. 45-215 et seq. If RCPD fails to participate in any site visit or fails to provide complete or accurate information or reports as required by this Agreement by the relevant deadline, the City may refuse to pay any installment(s).

- E. **Availability of Funds.** The City's provision of the Grant Funds to RCPD is based upon availability of the Grant Funds from their sources. The governing body's failure or refusal to authorize the release of any Grant Funds shall not constitute a breach of this Agreement but shall merely indicate the City's intention to terminate the Agreement. If any Grant Funds are not available as anticipated by the City, the City may, at its option, eliminate all or some of the Grant Funds due to RCPD.

ARTICLE II

GENERAL PROVISIONS

- A. **Compliance.** RCPD agrees to comply with applicable federal, state and local laws, regulations, and ordinances in its performance of the services or programs funded hereunder. RCPD shall comply with all federal, state, and local laws related to non-discrimination.
- B. **Notices.** All notices or communications shall be in writing and shall be sent by certified or registered, return receipt requested, postage prepaid, mail; personal delivery; recognized commercial courier which maintains evidence of delivery; or confirmed electronic or facsimile transmission, and shall be deemed sufficiently given if mailed, delivered, or transmitted to the respective party at the address noted below. Regardless of the actual time of receipt, all notices or communications sufficiently given are deemed given three days after the postmarked date if given through the mail, and on the day received if given by personal delivery, commercial courier, electronic transmission, or facsimile transmission. The City shall send notice to the address on RCPD's request. RCPD shall send notice to the City Manager's Office.
- C. **No Joint Venture.** The parties acknowledge and agree that this Agreement is not intended to, and shall not be deemed to, create any partnership or joint venture between the City and RCPD. Subject only to the provisions of this Agreement, RCPD shall have the administrative control of Grant Funds provided to it.
- D. **Amendment.** This Agreement may be modified, amended, or supplemented only by a writing signed by all parties to this Agreement. The City's governing body must approve any amendment to this Agreement.
- E. **Delegation or Assignment to Third Parties.** RCPD shall not delegate or assign this Agreement or any rights or duties hereunder (including by the merger or consolidation of a party with any third person) without the prior, written consent of the City. This Agreement shall be binding upon and shall inure to the benefit of the City and RCPD and their respective successors and permitted assigns of each upon execution by the City and RCPD.
- F. **No Third-Party Beneficiaries.** This Agreement creates no rights to a third-party beneficiary or to any person or entity not a party.
- G. **Applicable Law and Venue.** This Agreement is entered into in the State of Kansas and shall be construed and enforced in accordance with the laws of that state. Any suit shall be filed in or with the state or federal courts for Riley County, Kansas, and each party agrees to such venue and forum.
- H. **Severability.** In the event any provision(s) of this Agreement is deemed illegal, invalid, or unenforceable under present or future law(s) by a court of competent jurisdiction, it is the parties' intention that the remainder of this Agreement shall not be affected. It is also the parties' intention that in lieu of each clause and provision that is found to be illegal, invalid, or unenforceable, a provision will be substituted by written amendment to this Agreement which is legal, valid, or enforceable and similar in terms to the provision deemed to be illegal, invalid, or unenforceable.

- I. **Non-Waiver of Default.** Any failures or delays by either party in asserting any of its rights and remedies as to any default shall not operate as a waiver of any default or of any such rights or remedies, or deprive either such party of its right to institute and maintain any action or proceedings which it may deem necessary to protect, assert, or enforce any such rights or remedies.

- J. **Kansas Cash Basis Law.** The obligation of the City to pay installments shall constitute a current expense of the City, is from year to year, and does not constitute a mandatory payment obligation of the City in any ensuing fiscal year beyond the then current fiscal year of the City, and shall not in any way be construed to be a debt of the City in contravention of any applicable constitutional or statutory limitation or requirement concerning the creation of indebtedness by the City, nor shall anything contained herein constitute a pledge of the general credit, tax revenues, funds, or moneys of the City. The parties agree that the City is subject to the Kansas Cash Basis Law, K.S.A. 10-1101 et seq., and that the City is only obligated to make such payment from funds budgeted and appropriated for such purpose during the City budget year in which payment is due.

- K. **Entire Agreement.** The text herein constitutes the entire agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral, pertaining to this Agreement. No party shall rely upon any prior statement or representation made by or on behalf of the other not embodied in this Agreement.

WHEREFORE, the parties have caused this Grant Agreement to be executed by their officials duly authorized on the Agreement Date.

CITY OF MANHATTAN, KANSAS

RILEY COUNTY POLICE DEPARTMENT

Susan E. Adamchak, Mayor

Brian Peete, Director

Attest:

Approved by:

**RILEY COUNTY LAW ENFORCEMENT
AGENCY**

Chelsea Johnson, CMC, Assistant City Clerk

Kathryn Focke, Chairperson



2027 Community Support Funds Advisory Board Funding Application

Funding request for January 1 - December 31, 2027. If an applicant is requesting funding from both the Socials Services Fund and the Special Alcohol Fund, two applications must be completed.

Applicants must complete a separate 2027 budget form and attach to this application. This form can be found on the City's website here: [2027 CSFAB Budget Form Attachment](#)

Completed Budget Form
2027 Projected Costs for MyKayla.pdf

Organization Name

Name of specific organization program seeking funding (if applicable)

Contact Person

First

Last

Address

Address Line 1

Address Line 2

City

State

Zip Code

Phone

Email

Website or Social Media

Requested Funding Source

2027 Funding Request:

\$98,160.00

Total Operating Budget for Year 2027:

\$30,088,462.00

% of total budget from CSFAB-Special Alcohol Funds for Year 2027:

0.33%

Special Alcohol Funding Category - 2027 Request

Breakdown your funding request how much will be used for: prevention, education, treatment, and/or intervention.

Category	2027 Amount
Intervention	\$78,528.00
Education	\$19,635.00

Please share the overall agency or program mission.

The reintegration coordinator position is based in the jail to support individuals transitioning from incarceration back into the community, aiming to reduce recidivism. The program focuses on bridging jail services with community resources to aid rehabilitation efforts. A majority of individuals in the jail report alcohol and/or drug dependence and this a key opportunity for the reintegration coordinator to intervene and educate individuals in this setting for improved abilities & opportunities once released.

about 150 words

Briefly explain the social challenges or problems this agency and/or program addresses.

We have developed a strong working relationship with The Restoration Center Inc. in Junction City to provide assessments and treatment while in jail, and continued treatment upon their release. We have also worked closely with the Oxford and Sober living houses in our community to arrange a safe, sober, and supportive housing plan upon their release.

about 250 words

Explain in a budget narrative how CSFAB funds will be used for the organization and any specific program if applicable. If you applied for funding in 2026 and are requesting an increase, please explain why.

The funds from the grant directly employ our reintegration coordinator position for identifying inmates with alcohol and drug dependence concerns. Her skills identify programs available to inmates to improve potential outcomes once released from jail to obtain a job and income to support themselves or their families.

(A budget narratives explains how the costs relate to the implementation of the project as outlined in the proposal being submitted.) about 350 words

What geographical area does your agency provide services to? If you serve a regional area larger than the City of Manhattan, explain your rationale for the amount of funding you are seeking from the City.

Inmates housed at Riley County Jail in Manhattan Kansas.

about 250 words

Based on the services your agency provides, describe the total volume of people/cases/visits/etc. your agency serves annually (i.e. if a person visits your facility or utilizes a program 5 times throughout the year, you can count that as 5 purposes of the following questions).

In 2025 our average daily population was 124.

about 250 words

When answering the following questions related to individuals, no duplication of the same person should occur (i.e. if a person visits your facility or utilizes a program 5 times throughout the year, they should only count as 1 individual for the purposes of the following questions).

Total number individuals served by agency (annually).

124

Total number of individuals served through CSFAB-Special Alcohol funded programming only.

124

Total number individuals served in Manhattan by agency (annually).

124

Total number of individuals served in Manhattan through CSFAB-Special Alcohol funded programming only.

124

Total number individuals served outside of Manhattan by agency (annually).

0

Total number of individuals served outside of Manhattan through CSFAB-Special Alcohol funded programming only.

0

How does your agency define eligibility for social services provided by your agency that will utilize CSFAB-Special Alcohol funds?

Individuals are evaluated upon intake through several assessments with questions regarding substance use, mental health, and medical concerns. These assessments are reviewed by the Reintegration Coordinator and then a priority list is made based on those who will be entering the community first. The Reintegration Coordinator then meets with the inmates and develops an individualized treatment plan based on their needs. It is important that the client is included to increase the likelihood of follow through outside of our facility.

About 250 Words

List any staff positions supported with CSFAB-Special Alcohol funds. Please include title, percentage funded by CSFAB-Special Alcohol, and what percentage of time is committed to the program/service using the CSFAB funds.

The Reintegration Coordinator is funded by the CSFAB-Special Alcohol Funds 100%. Having one specific person dedicated to this position means that she can spend 100% of her time and effort on those who are going back to our community and helping them get the resources they need. This includes coordination with probation/parole/court services, community mental health centers, and the client to ensure the best plan for success. This helps ensure that the assistance provided by all resources are being maximized while also being mindful of the clients time and other obligations.

about 200 words

Regarding your agency's use of requested funds, explain your primary goals, action steps to achieve such goals, and measure/data to achieve such goals from your last complete fiscal year.

Goal(s)	Action Steps	Measures
Reduce Recidivism	Implement appropriate Treatment plan.	Length of time between arrests

Does your program/agency have any new goals for 2027 and how will they be measured?

Specifically track at least 60 inmates post-release. This will be done in the following intervals; 1st week, 1st month, 2nd month, 4th month, 8th month, 12th month. We will also identify any new arrests or violations as well as their total number of days spent back in our facility. The information will be reported by the client themselves and other professionals/programs involved in their care.

about 250 words

Please quantify the specific impact if 2027 funding is denied or reduced.

RCPD would not have funds obligated to the position and thus would likely reduce from a full time position and attempt to do a part time basis until our governing board could decide to fund the position through tax dollars. Our inmates being released would be without local knowledge and connectivity we have built to connect with immediate resources to reduce likelihood of having no place to go.

about 250 words

Attach any additional documents that you deem necessary for your application, such as your most recent annual report, agency brochures, pictures, or other supplemental materials.

RCPD_Reintegration Coordinator.docx

The signatures below attest that:

- the information in this application is accurate;
- the signatory has reviewed the [CSFAB Definitions and General Standards](#) Document;
- the signatory has the authority to submit a funding request on behalf of their organization; and
- if Special Alcohol Funding is being requested, funds will be used as outlined in the application explicitly for uses as defined in [Kansas Statute No. 79-41a04](#).

Executive Director

Date

4/6/2026

A handwritten signature in black ink, appearing to be a stylized name, possibly "E. Smith".

2027 Projections	Expenditures	
Salary		
Re-Integration Coordinator	72,824	
Subtotal	72,824	
Benefits		
Health Insurance	7,464	
Unemployment Insurance	73	
SS	4,515	
Medicare	1,056	
Workers Comp	4,617	
Retirement	7,603	
Subtotal	25,328	
Non-Personnel Expenses		
Supplies		
Uniforms		
Training		
Integration Activities - Birth Certificates		
Integration Activities - GED		
Subtotal	0	
TOTAL	98,151	



RILEY COUNTY POLICE DEPARTMENT

To reduce crime and improve the quality of life for the citizens we serve

Director Brian R. Peete
1001 S. Seth Child Road
Manhattan, Kansas 66502-3115
(785) 537-2112
www.RileyCountyPolice.org

14 May 2026

TO: Riley County Law Board
FROM: Brian R. Peete, Director
SUBJECT: 2027 RCPD Budget

To summarize, RCPD has presented three budget proposals to the Law Board. Each proposal contained a request for an increase of \$349,755 to pay for anticipated merit increases for staff who are scheduled to reach their next steps in pay, as well as an increase request for \$40,000 for prisoner food. The first proposal showed the historical request for a Cost of Living (COLA) increase which matches the Midwest Consumer Price Index of 2.8%. The second reflected a 1.5% COLA at the request of the Board. The third contained no COLA. In conducting fiscal diligence for this budget, RCPD has cut and reallocated \$392,607, and will have a rollover of \$427,000 for 2027.

The staff of RCPD are extraordinarily grateful to the community and the Law Board for allowing for the implementation of the salary survey over the last several years. We fully understand the difficult decisions related to this budget. We also re-commit ourselves to our strategic goals to:

- a. Minimize the financial and social cost of public safety while remaining cognizant of community planning so to ensure the department meets future safety needs.
- b. Maintain a safe and secure community by prioritizing and procuring training, equipment, and technology that advance proficiency and investigative capability, increase staff survivability and wellness, and maximize workforce efficiency.
- c. Promote legitimacy in the eyes of the public and reduce law enforcement-related liabilities to the department and the communities we serve.
- d. Safeguard operational readiness by increasing resiliency and wellness for staff while creating a culture of service throughout the organization.

This department is dedicated to maintaining its professionalism and commitment to the safety and security of this county, and we will always ensure our citizens live, work, and thrive in one of the safest communities in the country. RCPD has no outstanding debt, maintains high marks during all fiscal audits, and over the last several years has always provided at least \$250,000 back to the taxpayers in rollover to offset future budgets. Furthermore, RCPD has internally cut and reallocated over \$1 million in the last three years to help pay for both underfunded operational line items as well as our own past salary increases, not including the over \$390k the department has recently cut and reallocated for the 2027 budget. Unfortunately, this did include the projected elimination of a Mental Health Co-responder position at the height of increased complaints related to disruptive behaviors and sometimes criminal behaviors of homeless individuals in neighborhoods and businesses in and around the downtown area (which I would urge City and County Commissions to consider in budget discussions with Pawnee Mental Health).

Brian R. Peete
Director, Riley County Police Department



First CALEA Law Enforcement Agency In Kansas Accredited Since 1991



2027 Budget Presentation

Director Brian Peete

Deputy Director Erin Freidline



2027 Base Adjustments

Item	Description	\$ Impact	% Impact
Turnover	Employment Turnover	\$-252,496	-0.083%
Benefit Changes	KPERS/KPF Rate Adjustments	\$46,104	0.15%
Salary Adjustments	Merit Adjustments	\$556,147	1.83%
Total Base Adjustment		Net Change: \$349,755	1.15%

Item A: COLA Discussion

COLA	Option	\$ Impact	% Impact
2.8%	CPI Midwest 2025 Annual Average	\$649,725	2.14%
1.5%	Guidance given by Law Board	\$354,222	1.17%
0.0%	No COLA	\$0	0.00%

Item B: Prisoner Food & Care

- 2026 Budget \$345,000
- Requested increase: \$40,000 (0.13%)

Acct	Description	\$ Impact	% Impact
17 – Prisoner Food & Care	Adjustment to maintain current standard of food and care due to inflation and increased inmate population	\$40,000	0.13%

Budget Proposals

Options	Items	\$ Increase	% Increase	Increase in City/County Obligation after carryover
1	Base 2.8% COLA Prisoner Food	\$1,039,480	3.42%	\$861,980 (2.86%)
2	Base 1.5% COLA Prisoner Food	\$743,977	2.45%	\$566,477 (1.88%)
3	Base 0.0% COLA Prisoner Food	\$389,755	1.28%	\$212,255 (0.70%)

Budget Proposals

Attachments:

- Budget Narrative
- Account Breakdown
- Budget Draft 1
- Publication Resolution – Budget Draft 1
- Budget Draft 2
- Publication Resolution – Budget Draft 2
- Budget Draft 3
- Publication Resolution – Budget Draft 3

Action Items:

- Motion to Approve a Budget for Publication

- Future Budget Meeting:
 - June 15, 2026 – Vote on Final Budget

Budget Timeline

The following is the proposed timeline for development of the **2027 RCPD budget**.

At the **January 20, 2026** Law Board meeting, discuss, modify as necessary and approve the 2027 budget development timeline.

During the month of March conduct special Law Board meetings, as the Board deems necessary, to begin preliminary budget discussions and obtain Law Board guidance.

At the **April 20, 2026** Law Board meeting, update the Board on budget development and provide a draft 2027 budget. Determine the need for additional special Law Board meetings as necessary for budget development.

At the **May 18, 2026** Law Board meeting, approve a budget of expenditures for publication prior to the mandatory public hearing, unless additional special budget meetings are deemed necessary.

No later than **June 5, 2026** publish the proposed 2027 budget of expenditures with the City and County Revenue Neutral Rate (if available) in the Manhattan Mercury.

At the **June 15, 2026** Law Board meeting, conduct a public hearing on the 2027 budget of expenditures and formally adopt the budget.

On or before **July 6, 2026** certify to the Riley County Board of County Commissioners and the City of Manhattan a budget of expenditures for the 2027 operation of the Riley County Law Enforcement Agency/Riley County Police Department.



Thank You!

Riley County Police Department

*1001 South Seth Child Road
Manhattan, Kansas 66502*

(785) 537-2112

To ***reduce crime*** and
improve the quality
of life for
the ***citizens we serve***

www.RileyCountyPolice.org

@RileyCountyPD



RILEY COUNTY POLICE DEPARTMENT

To reduce crime and improve the quality of life for the citizens we serve

Director Brian Peete
1001 S. Seth Child Road
Manhattan, Kansas 66502-3115
(785) 537-2112
www.RileyCountyPolice.org

FROM: Director Peete and Staff

MEETING: May 18, 2026

SUBJECT: May 2026 Law Board Meeting – 2027 Budget

BACKGROUND

Riley County Law Enforcement Agency (RCLEA or Law Board)

The Law Board is comprised of seven members which include (19-4427):

- A member of the Board of County Commissioners (BOCC)
- A resident of Riley County, selected by the BOCC
- A member of the Manhattan City Commission (MCC)
- Two residents of the City of Manhattan, selected by the MCC
- The County Attorney
- A member of the BOCC or MCC, selected on alternating terms

By statute (19-4443), the Law Board must submit a budget to the City and County on or before the first Monday in July for the next budget year. Not less than ten days prior to submitting the budget, a public hearing must take place. The budget of expenditures may not exceed 110% of the preceding fiscal year's budget for the same such expenditures.

Riley County Police Department (RCPD)

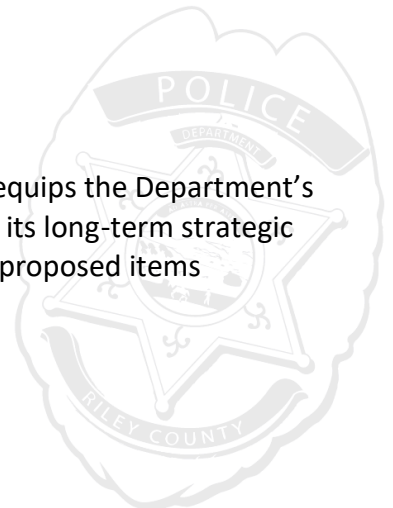
The mission of the Riley County Police Department is:

“To reduce crime and improve the quality of life for the citizens we serve.”

The Department accomplishes this mission through four long-term (strategic) goals:

- Minimize the financial and social cost of public safety
- Maintain a safe and secure community
- Promote legitimacy in the eyes of the public
- Create a culture of service throughout the organization

It is the intent of RCPD staff to present a budget to the Law Board that equips the Department’s personnel with the necessary resources to fulfill its mission and achieve its long-term strategic objectives. Accordingly, all budget presentations will demonstrate how proposed items contribute to the advancement of these goals.



First CALEA Law Enforcement Agency In Kansas Accredited Since 1991

RCPD is an Intelligence-Led,¹ Evidence-Based Policing² organization that practices community engagement to earn and maintain the trust of those we serve. We seek to collaborate with community partners in solving community harms through the most cost-effective manner possible.

The organizational structure of RCPD offers inherent efficiencies not typically present in traditional county models. As a county-wide, consolidated law enforcement agency, RCPD also manages a unified Communications Center—serving police, city and county fire departments, and EMS—as well as a consolidated correctional facility. In 2026, RCPD’s budget represented 9.95% of the City of Manhattan’s annual budget and was 5.52% of Riley County’s annual budget.³ Past research, backed up by recent inquiries, has revealed that RCPD’s percentage of city/county’s overall budget is comparable to or lower than similarly-sized agencies in Kansas. Additionally, RCPD maintains a staffing level of 1.56 police officers per 1,000 residents in Riley County. This figure is notably below both the national average of 2.26 officers per 1,000 residents and the Kansas state average of 2.5 officers per 1,000 Kansas residents.⁴ Despite the low officer to citizen ratio, the citizens of Riley County have enjoyed lower crime rates than the state average for the past 22 years (2003 – 2024).⁵

Funds and Reserves

By law, all of RCPD’s budgeted operational funds derive from property taxes (19-4443).⁶ In 2025, RCPD accounted for 18.44% of Riley County residents’ property taxes and 19.96% of City of Manhattan residents’ property taxes. RCPD maintains several special accounts, funds, and reserves. As of December 31, 2026, RCPD held the following accounts outside of the General Fund, along with their respective balances:⁷

¹ Intelligence-Led Policing – crime concentrates upon a small number of places and a small number of repeat offenders. Therefore, the efficient and effective law enforcement agency will purposefully gather information to determine these places and persons and commit assets with the purpose of reducing their harm to society.

² Evidence-Based Policing – the efficient and effective law enforcement agency will identify those intervening tactics and programs which have been proven to work through social science research and apply them within the local context.

³ Riley County is financially responsible for RCPD’s facilities, building maintenance, and inmate medical costs (19-4437 & 19-4444).

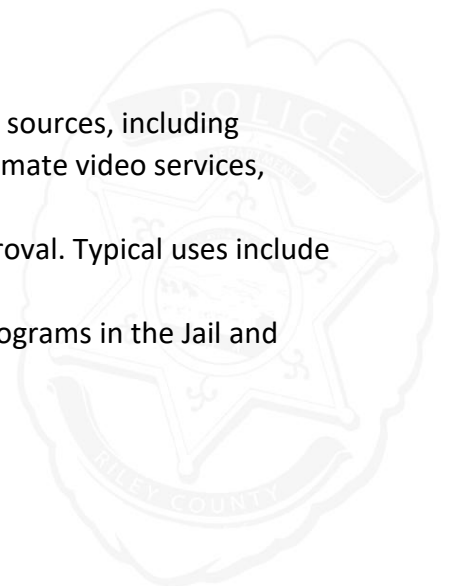
⁴ See the FBI 2023 UCR report <https://cde.ucr.cjis.gov/LATEST/webapp/#/pages/le/pe>

⁵ See the KBI Crime Statistics Report https://www.kansas.gov/kbi/stats/stats_crime.shtml

⁶ RCPD receives monies from the public for non-criminal fingerprinting services and copy fees. Per Kansas law, all fees received are returned to the General Fund in the form of carryover.

⁷ RCPD also maintains asset forfeiture funds. These are authorized at the sole discretion of the Director of RCPD for purposes defined by law and may not be used to supplant the operating budget (60-4117 & U.S. Dept. of Justice Guide to Equitable Sharing <https://www.justice.gov/criminal-afmls/file/794696/download>). A public, annual report concerning RCPD’s asset forfeiture funds can be found at <https://kasfr.kbi.ks.gov/res/p/Annual-Report/>.

- **Emergency Reserve Fund: \$750,000**
 - K.S.A. 19-4443 provides an emergency reserve fund for use in the event of a major unplanned event (natural or man-made disaster, civil disturbance, etc.). Emergency reserve fund use is only authorized with the approval of the Law Board. This fund cannot exceed 15% of the annual budget. \$750,000 represents approximately 2.5% of the current budget.
- **Information Technology (Budgeted Reserve Fund): \$765,345**
 - The IT Reserve Fund is defined as operational monies set aside on an annual basis to offset significant infrastructure expenses and unplanned outages of technical equipment. Use of the Information Technology Fund must be authorized by the Law Board.
- **Workers' Compensation Reserve Fund: \$1,303,657**
 - A Reserve Fund is required for a Self-Insured Workers' Compensation Plan.
 - In the past, the State of Kansas enforced a minimum balance for Self-Insured Plans. At this time there is no balance requirement, but in the future, they could revert to a mandatory minimum reserve balance.
 - Our Workers' Compensation Broker advises this is a reasonable amount to have on hand.
- **Statutory Fees Fund: \$79,297**
 - Funded by Concealed Carry registration fees and Registration of Offenders fees.
 - Concealed Carry fees may be used solely for "the purpose of administering this act" (K.S.A. 75-7c05 (c3)).
 - Registration of Offenders fees may be used only for law enforcement and criminal prosecution purposes and shall not be used to meet normal operating expenses, or as revenue to reduce funding for the department (K.S.A. 22-4904 (d9)).
- **Medical Plan Reserve Fund: 973,513**
 - A Reserve Fund is required for self-insured health plans and covers significant losses to the RCPD plan.
 - RCPD's Health Insurance Broker recommends maintaining a reserve at or above \$1,000,000.
- **Special Activities Fund: \$157,523**
 - Funding is derived from various departmental commissary sources, including vending and ATM commissions, as well as revenue from inmate video services, messaging, phone usage, and canteen.
 - Expenditures from this account require the Director's approval. Typical uses include department banquets, retirement receptions, etc.
 - A portion of these funds are used to implement inmate programs in the Jail and assist in the implementation of Jail technologies.



2027 RCPD BUDGET – INITIAL PROPOSAL

The 2027 budget development cycle began in early 2026. After conducting an annual SWOT analysis,⁸ RCPD staff reviewed long-term goals and created annual goals for 2026. This review led RCPD staff to build a needs assessment on which the 2027 budget requests were based. Through this needs assessment, RCPD staff identified needs in both personnel and non-personnel budgets:

Personnel:

- Base Adjustments (Merits)
- Cost of Living Adjustment (COLA)

Non-Personnel:

- Prisoner Food & Care Increase to Budget

This year, RCPD staff looked at long-term goals along with the budgetary requests needed to accomplish these goals. In doing so, we continued to update our 5-year Strategic Financial Plan. As a service-based department, this allows us to recognize our employees as our greatest asset and our first priority, specifically in retention and recruitment. This plan shows how RCPD will continue to request the necessary people and funding to support the goals of the agency over the next 5 years.

Throughout the budget preparation process, we acknowledged the significance of our financial needs. Command Staff conducted a comprehensive evaluation of all positions, programs, and contracts, resulting in strategic reductions. The funds recovered through these cuts were reallocated to line items that more effectively support departmental operations and objectives, enabling us to meet our goals without increasing the overall budget.

The initial proposed 2027 RCPD budget included the following items, listed in order of perceived priority:

- **Base Adjustment:** This is a request of \$349,755 (1.15%)
This increase of \$349,755 (1.15%) is over the 2026 budget of \$30,337,962 and is necessary to maintain the KPERS/KPF benefits and increases to step increases (merit pay) and longevity pay.
 - *Benefit changes: KPERS Employers Contribution decreasing from 10.59% to 10.44% and KPF Employers Contribution increasing from 24.00% to 24.51%*
- **Item A – COLA:**
The Consumer Price Index (CPI)—Midwest Region reported the 2025 annual average COLA at 2.8%. For more than a decade, RCPD has utilized the CPI for the Midwest

⁸ SWOT stands for internal Strengths & Weaknesses and external Opportunities & Threats.

Region as the basis for calculating COLA in its budgeting process, as it provides the most objective measure of inflation. Due to the structure of the budgetary process, COLA is implemented two years after the corresponding inflation is experienced. As a result, RCPD employees are currently facing the cumulative effects of two years of inflationary pressure and diminished purchasing power. The following COLA Options presented to the board are as follows:

- 2.8% COLA: \$649,725 (2.14%)
- 1.5% COLA: \$354,222 (1.17%)
- 0.0% COLA: \$0 (0.00%)

- **Item B – Prisoner Food & Care:** This is a request of \$40,000 (0.13%)

Funding for Prisoner Food & Care is directly tied to inflation levels and the Average Daily Population (ADP) of inmates. The ADP has steadily increased from 80.5 in 2021 to 124.4 in 2025, representing a 55% increase in inmate population. Combed with rising food, clothing, bedding and other supply costs, these expenses are expected to continue to increase expenses upward in 2027. An increase of \$40,000 (.13%) is requested to ensure the agency can maintain adequate inmate care and remain within budgeted expenditures for 2027.

Budget Proposal:

Proposed Budget 1

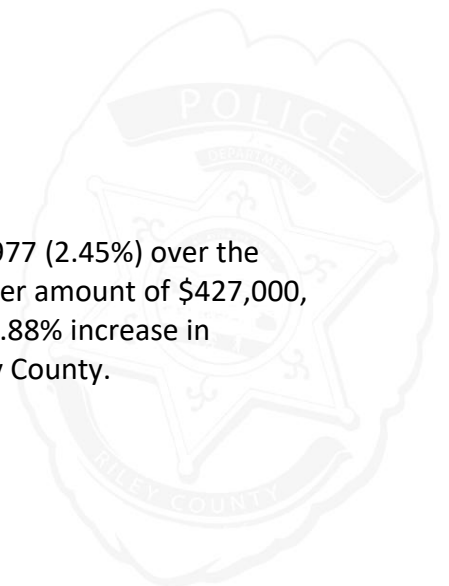
- Base Adjustment
- Item A: 2.8% COLA
- Item B: Prisoner Food & Care

This budget reflects an increase of \$1,039,480 (3.42%) over the approved 2026 budget. With a carryover of \$427,000, the realized budget totals \$30,950,442, representing a 2.86% increase in the property tax obligation for Manhattan and Riley County.

Proposed Budget 2

- Base Adjustment
- Item A: 1.5% COLA
- Item B: Prisoner Food & Care

This proposal reflects a total budget increase of \$743,977 (2.45%) over the approved 2026 budget. With the inclusion of a carryover amount of \$427,000, the realized budget totals \$30,654,939, resulting in a 1.88% increase in financial obligation for the City of Manhattan and Riley County.



Proposed Budget 3

Base Adjustment

Item B: Prisoner Food & Care

This proposal reflects a total budget increase of \$389,755 (1.28%) over the approved 2026 budget. With the inclusion of a carryover amount of \$427,000, the realized budget totals \$30,300,717, resulting in a 0.70% increase in financial obligation for the City of Manhattan and Riley County.

During the Riley County Law Board meeting held on April 20, 2026, members were not ready to vote on a published budget and wanted to seek out some additional information to be provided by RCPD for the May Meeting. Agency provided detailed analysis on all non-personnel accounts.

RECOMMENDATIONS

RCPD staff recommend the Law Board adopt a budget for publication that supports the Department's strategic goals and operational needs. A budget that will provide the financial resources necessary to achieve agency objectives while continuing to support and retain our most valuable asset, our employees. Additionally, it will help attract and maintain the level of professional talent the community has come to expect and deserves.

MOTION

- Move to approve Budget Draft 1 for publication.
- Move to approve Budget Draft 2 for publication.
- Move to approve Budget Draft 3 for publication.
- Move to schedule a special Law Board meeting to approve a published budget prior to May 27, 2026, to ensure publication deadlines are met.

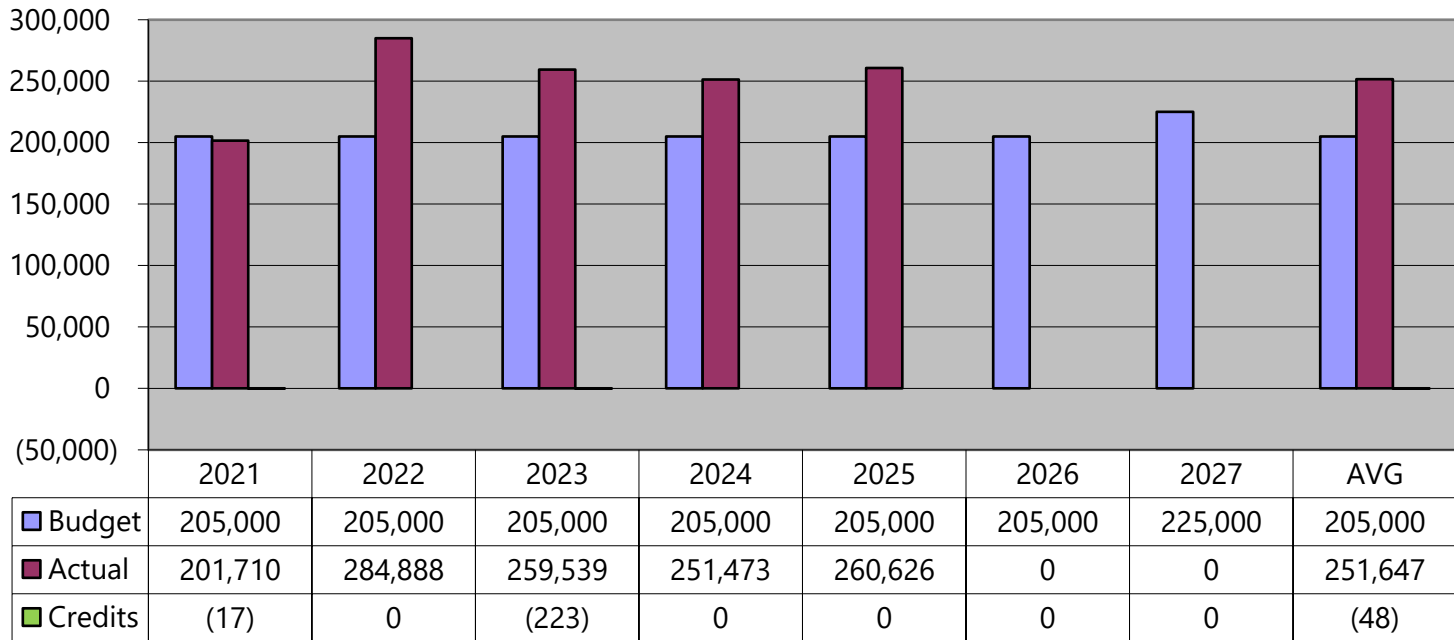




Account Breakdowns



Account 4: Utilities

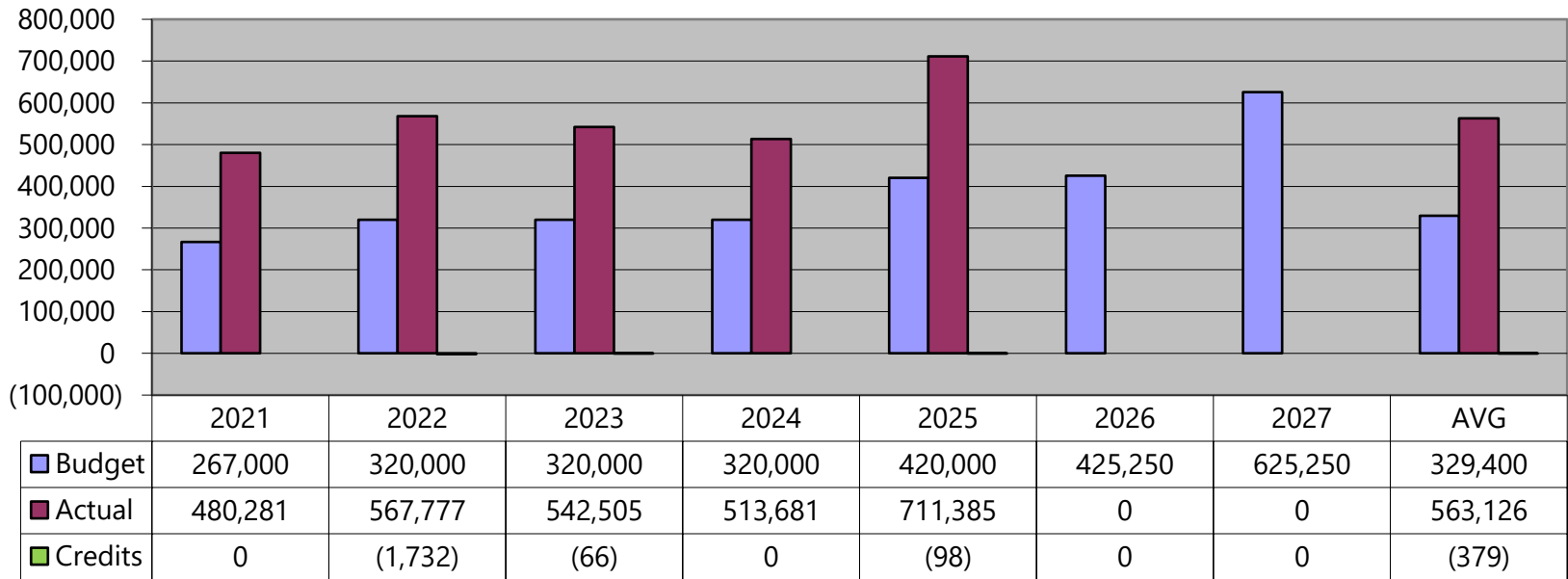


Synopsis: Funds public utility services such as natural gas, electricity, water and sewer for all department facilities including the LEC, Aggieville sub-station, & shooting range.

Analysis: Expenses within this account have remained relatively steady, with a three-year average of approximately \$257,212. To better align the budget with actual expenditures, staff is recommending an increase of \$20,000 as an initial step toward bringing this account closer to current utility costs. While projected expenses are still anticipated to exceed the proposed budget by approximately \$25,000–\$35,000, those adjustments will be addressed in future budget cycles as part of the Department’s long-term effort to align non-personnel accounts with actual operating costs.

Proposed Increase (+) or Decrease (-): + \$20,000 (+ 9.8%)

Account 5: Liability Insurance

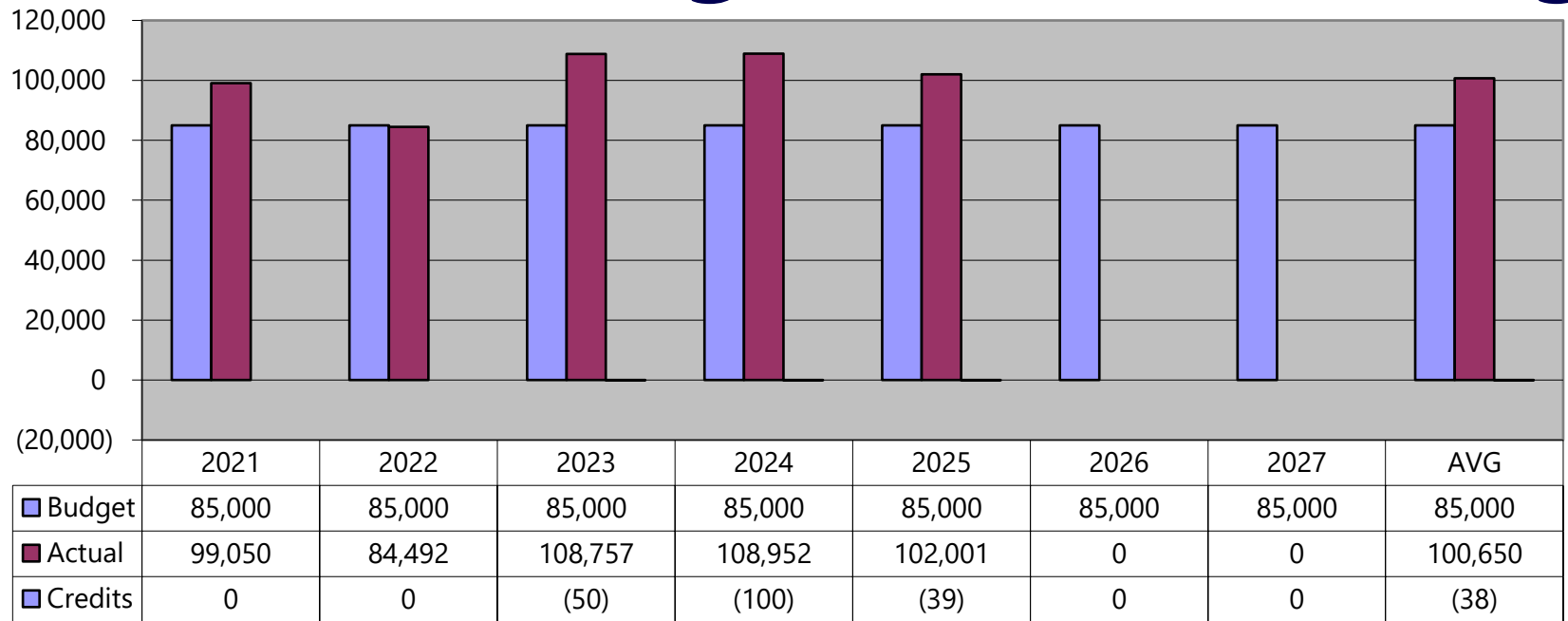


Synopsis: This account funds the consulting services of the Department’s contracted insurance provider and supports advocacy and management related to the agency’s insurance policies, including: Worker’s Compensation, Crime, Inland Marine, Commercial Property, Auto, Law Enforcement Liability, Employee Benefits, Public Official, and Employment Insurance Policies.

Analysis: Expenses in this account have increased over the past five years despite multiple requests for proposals (RFPs) and adjustments intended to reduce annual premium increases. However, compared to national trends, the Department’s increases remain in line with or below those experienced by similar agencies. To better align the budget with actual expenditures, a \$200,000 increase is recommended. Current projections estimate 2026 expenses will total approximately \$620,000. The proposed increase is not intended to increase the Department’s overall budget, but rather to reallocate existing funds to better position this account to meet anticipated insurance-related policy costs and ongoing premium increases.

Proposed Increase (+) or Decrease (-): + \$200,000 (+ 47%)

Account 6: Legal & Accounting

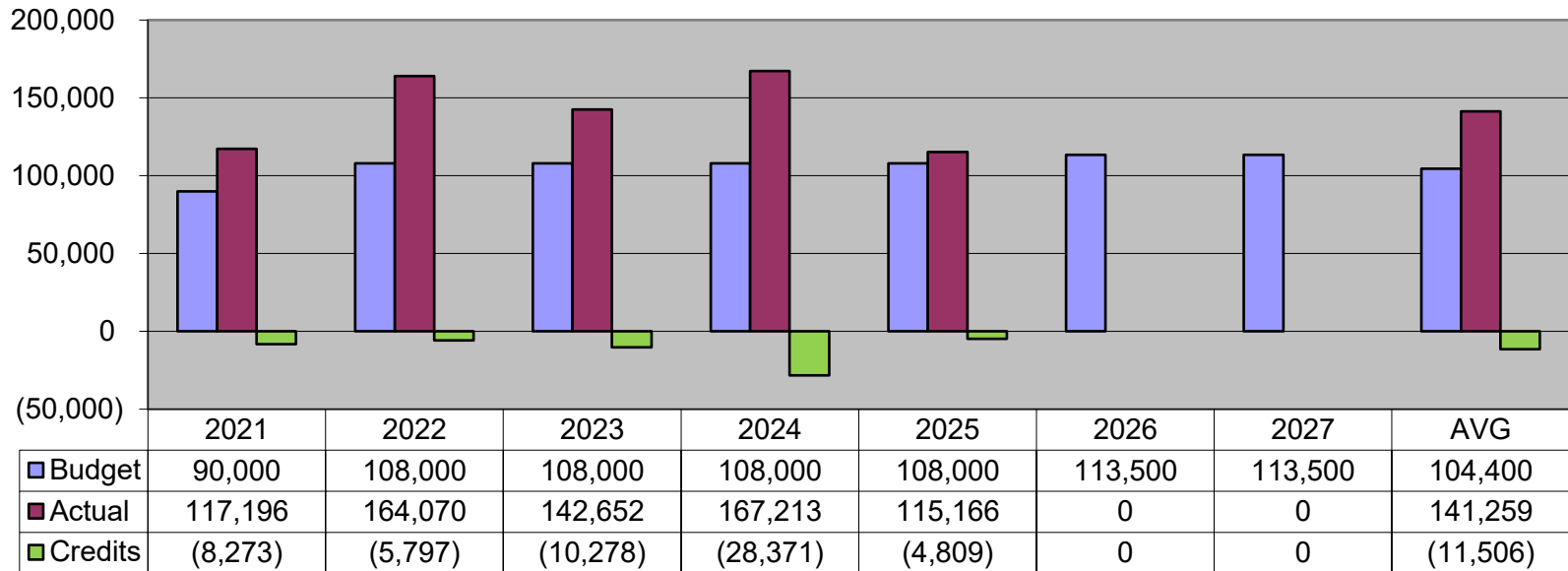


Synopsis: This account funds legal representation for the Agency and Law Board on departmental matters, as well as the independent audit, notary bond registrations, and legal expenses associated with both Medical and Worker’s Compensation claims.

Analysis: The legal representation and consultation services funded through this account are necessary and ongoing operational expenses. Independent audit services also remain essential to ensure the department’s financial practices are accurate, compliant, and fiscally sound. Based on the five-year average of actual expenditures, staff would recommend a future increase of \$20,000 as part of the department’s long-term plan to align non-personnel account budgets with actual spending levels. However, no increase is proposed for the 2027 budget year.

Proposed Increase (+) or Decrease (-): \$0

Account 7: Training & Travel

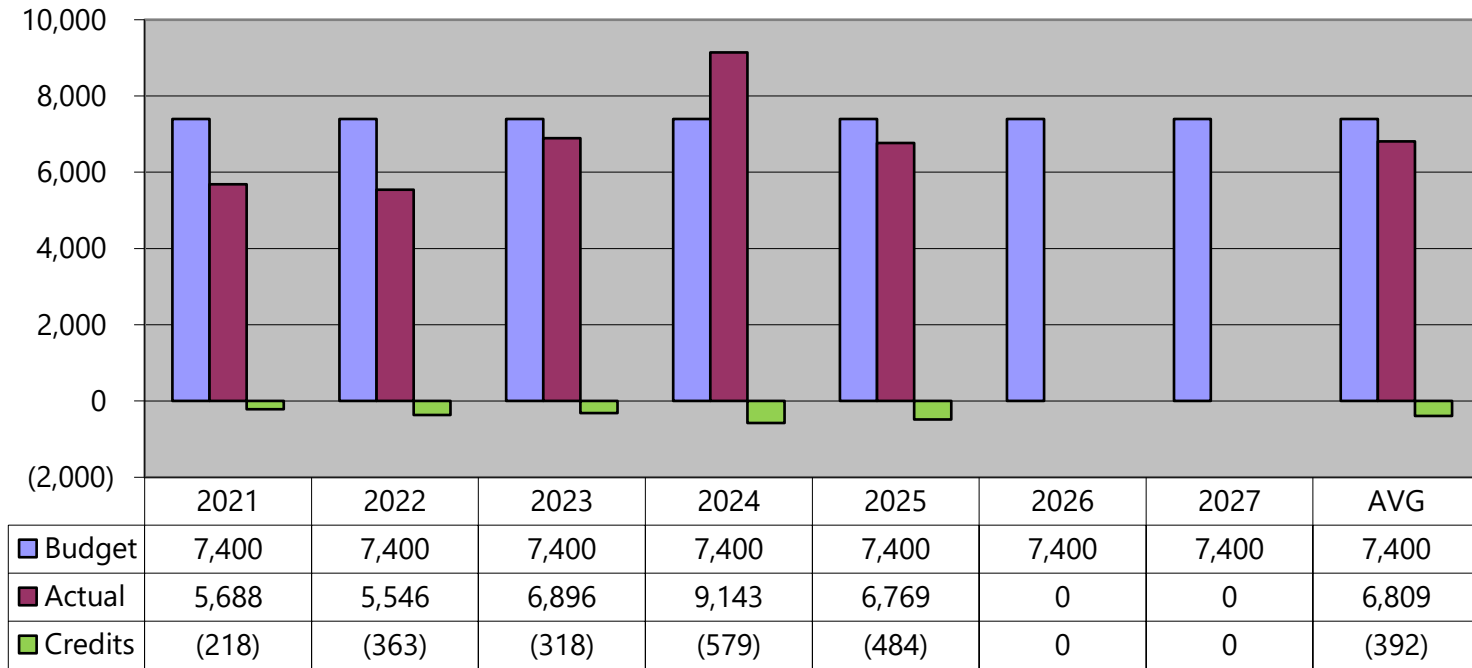


Synopsis: This account funds registration fees, travel, lodging, and meals associated with training courses and conferences, instructor fees for in-house training courses, and travel and event costs related to CALEA.

Analysis: Training and educational courses are essential to maintaining the knowledge, skills, and abilities required of department personnel. Many training requirements are legally mandated for specific positions and are critical to maintaining professional, ethical, and effective emergency service operations. Training funds are allocated by Division or Specialty Team based on projected needs and historical experience. When practical and beneficial, training applicable to larger employee groups is hosted at RCPD to reduce travel-related expenses. Staff also pursues no-cost training opportunities whenever feasible. However, out-of-town travel remains necessary, as many specialized and critical courses are not available locally. Increased actual expenditures in prior years were largely the result of additional end-of-year training opportunities approved using non-expended personnel funds. Based on current trends and anticipated training needs, the budget for this account is sufficient and no changes are recommended.

Proposed Increase (+) or Decrease (-): \$0

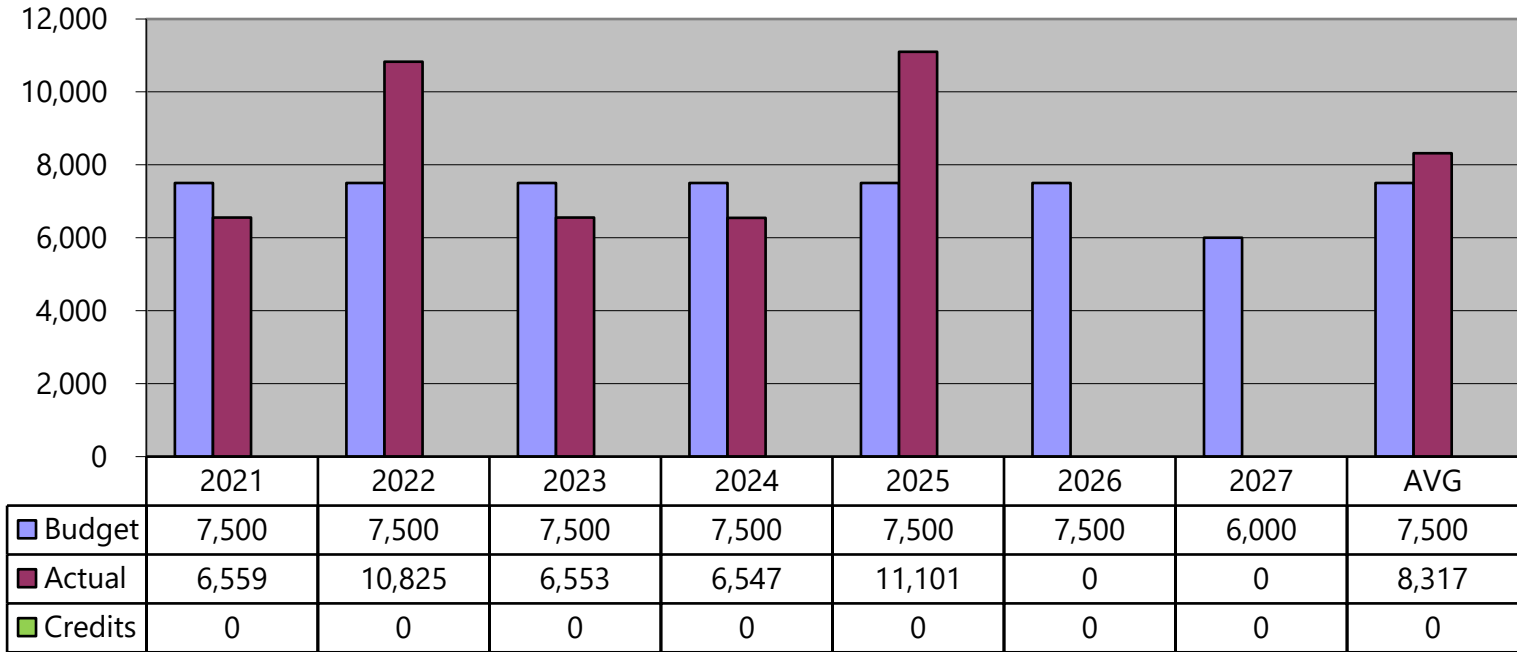
Account 8: Postage



Synopsis: Funds all outgoing department mail and shipping services.

Analysis: Approximately 75% of expenses in this account are related to U.S. postage fees, while the remaining costs are associated with outbound ground and air shipments. Although electronic methods are utilized whenever possible to transmit official documents and reports, postal services remain a necessary and frequently used form of communication. The remainder of this account primarily supports shipping and mailing costs related to equipment repairs, evidence processing, and other operational or crime-related needs. Higher actual expenditures in 2024 were primarily due to an increased number of cold shipping requirements. While the five-year average of actual expenditures remains slightly below the current budgeted amount, no changes are recommended for 2027 to maintain flexibility for fluctuating operational and shipping needs.

Account 9: Printing

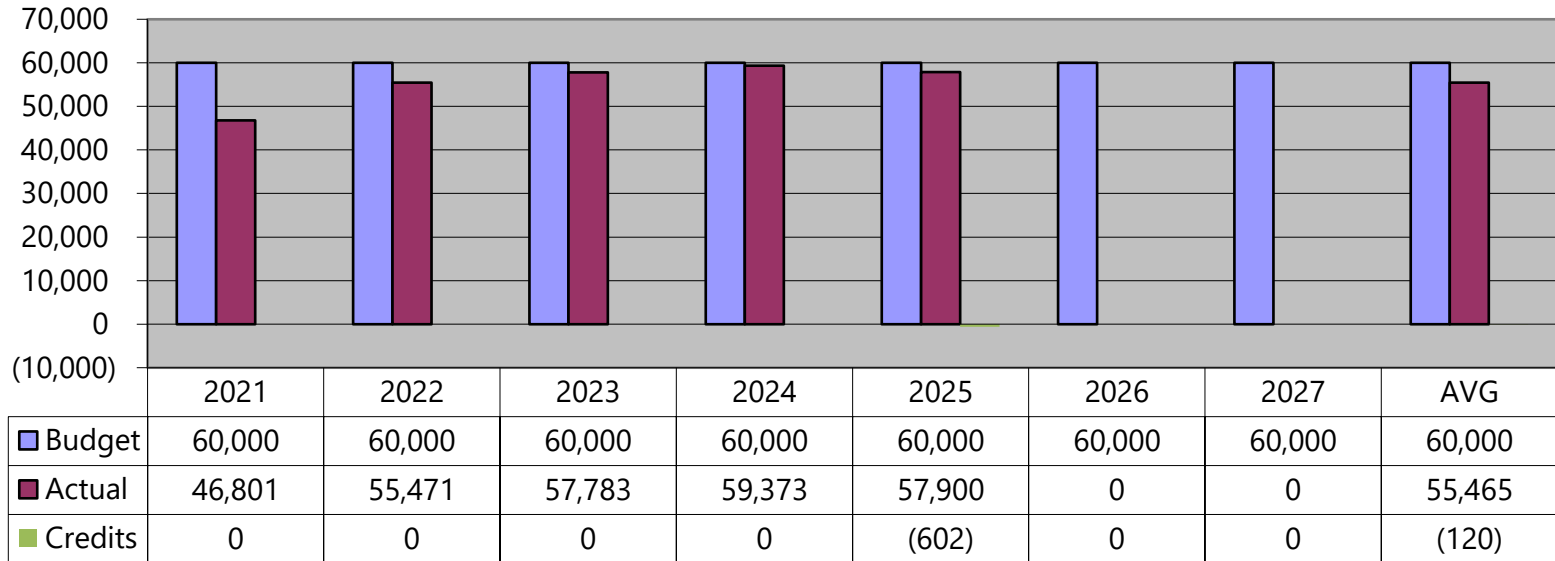


Synopsis: Funds all bulk printing.

Analysis: The Department continues to utilize a variety of printed materials, including Civil Process Postcards, Field Contact Cards, Violation Warning Books, Notices to Appear (NTA), and other commonly used forms and informational cards. Higher expenditures in prior years were primarily the result of one-time bulk printing projects. Based on recent expenditure trends, a reduction of \$1,500 is recommended while still maintaining a sufficient balance to support anticipated printing needs and actual expenditures for 2027.

Proposed Increase (+) or Decrease (-): -\$1,500 (-20%)

Account 10: Rentals/ Maintenance Agreements

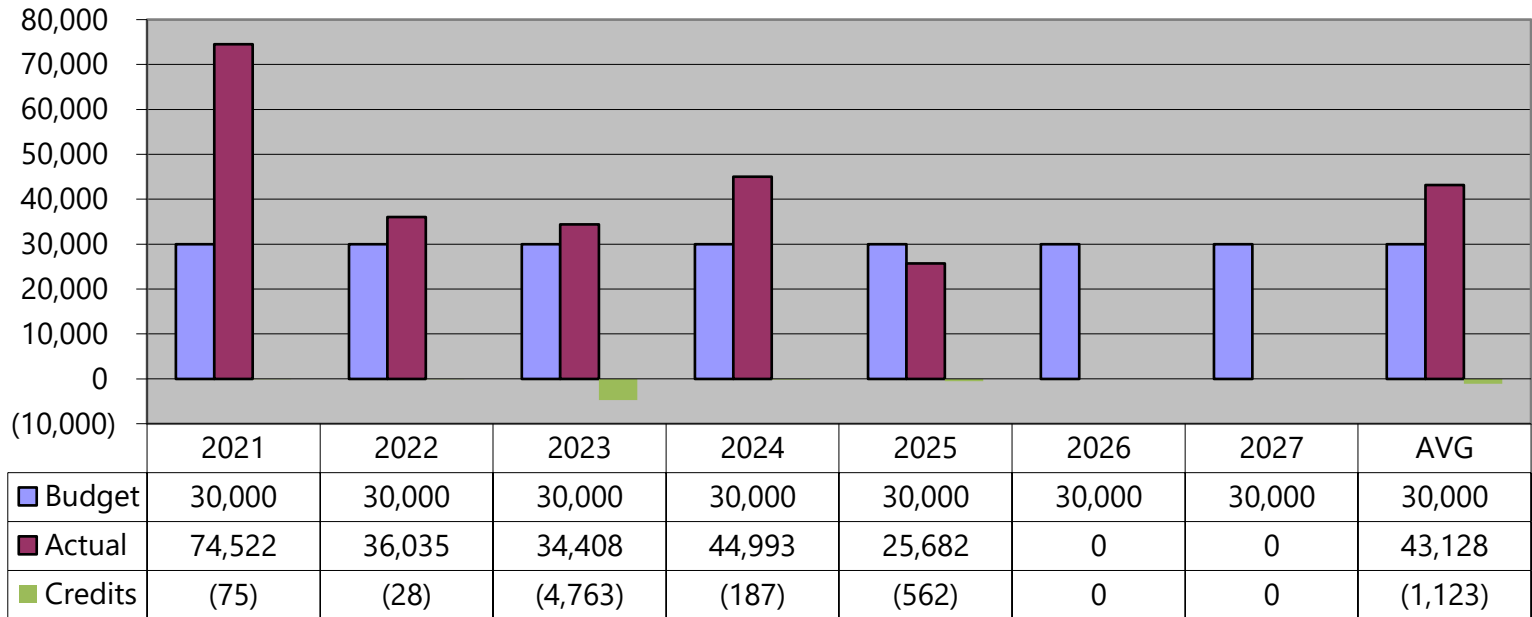


Synopsis: Funds Machine Rentals and Service Contracts

Analysis: Printing machine leases and service agreements account for approximately 98% of expenditures within this account. Rental arrangements for equipment such as postage and time stamp machines are also funded through this line item. Expenditures have remained stable, with a three-year average of approximately \$58,352. Based on consistent spending trends and anticipated operational needs, no increase is recommended for this account.

Proposed Increase (+) or Decrease (-): \$0

Account 11: Building & Grounds



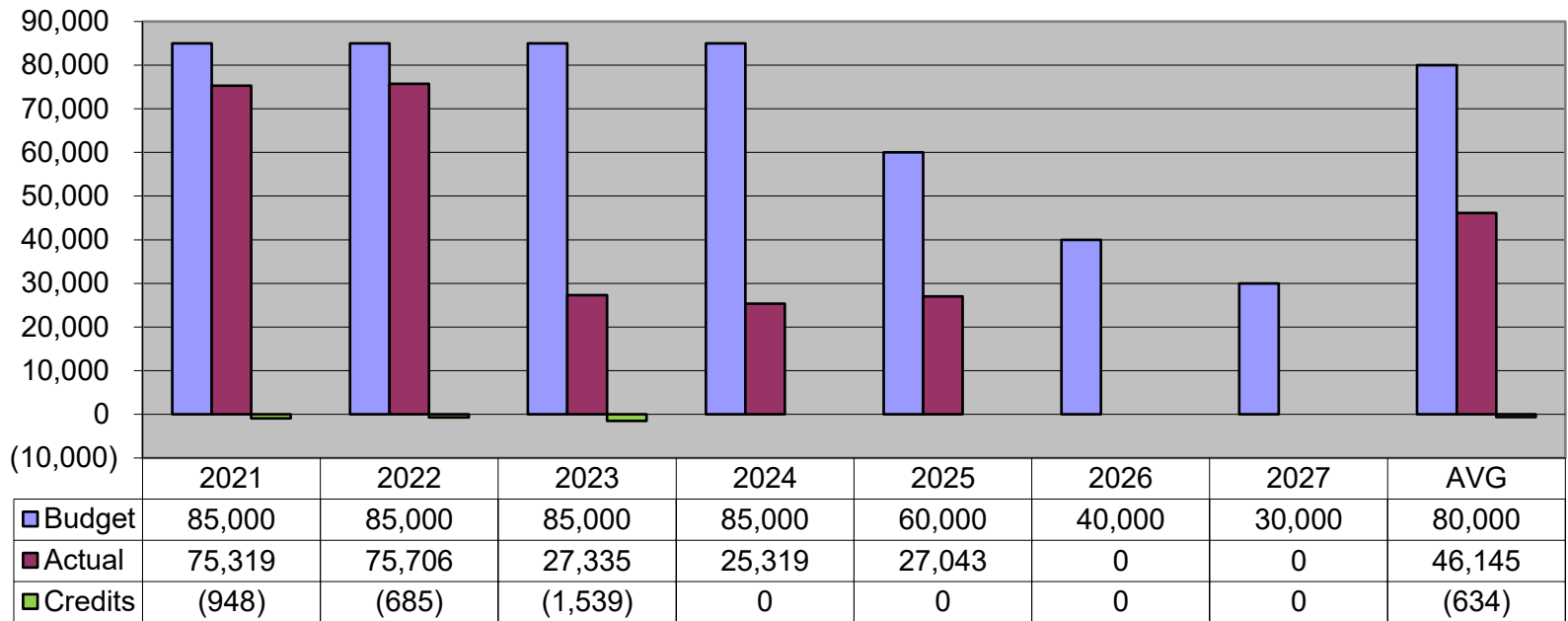
Synopsis: Funds minor alterations or repairs to department facilities and up-keep of grounds

Analysis: Routine maintenance activities such as groundskeeping and pest control are contracted through outside vendors and coordinated by department personnel. Minor repairs are completed internally when possible, while major repair and replacement projects are coordinated through Riley County. Funding for significant facility repairs or replacement projects is provided separately by Riley County. The significant overage in 2021 was primarily due to a department-initiated project to install acoustic panels in the jail. Although expenditures have fluctuated in recent years, the three-year average of approximately \$33,440 remains only slightly above the current budgeted amount. Due to the unpredictable nature of facility maintenance needs, no budget change is recommended at this time.

Proposed Increase (+) or Decrease (-): \$0

101.

Account 12: Equipment Repair

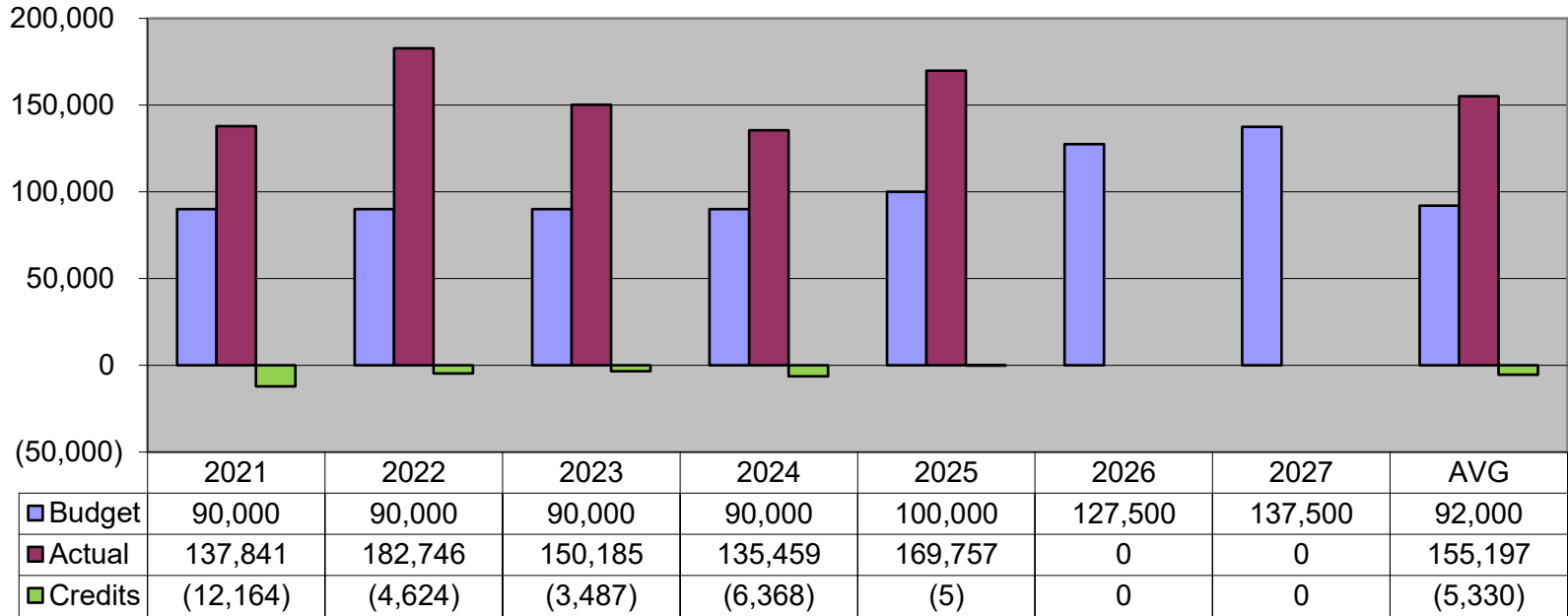


Synopsis: Funds installation, repair, and maintenance of department equipment.

Analysis: This account funds the maintenance and repair of departmental equipment. Most repair work is associated with patrol unit equipment and is completed by on-site personnel, when possible, with additional support provided by Ka-Comm for repairs outside the department’s scope of work. Equipment maintenance costs have declined significantly following the radio infrastructure upgrade and the addition of staff capable of completing a wider range of repairs in-house. Based on recent expenditure trends, this budget can be reduced by \$10,000 and reallocated to Account 13: Vehicle Maintenance, while still maintaining adequate funding to keep annual expenditures below \$30,000.

Proposed Increase (+) or Decrease (-): ~~-\$10,000 (-25%)~~

Account 13: Vehicle Maintenance

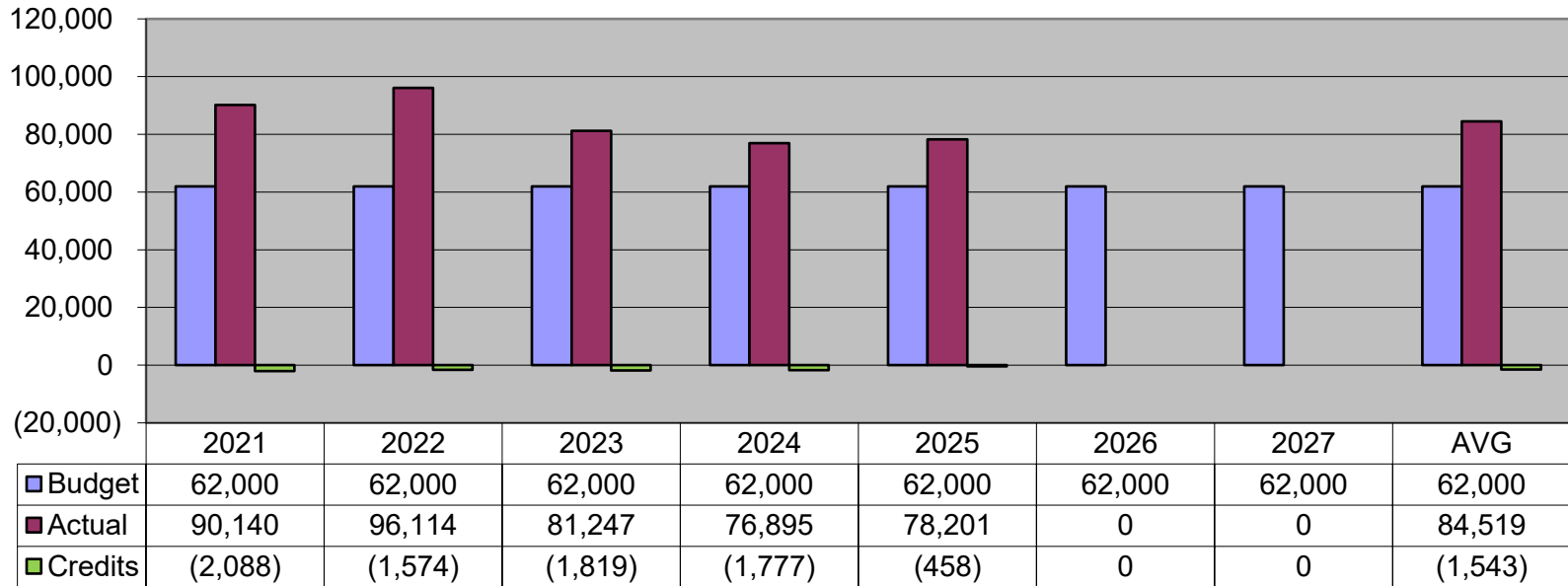


Synopsis: Funds all vehicle repairs including collision damage, mechanical failure, and preventive maintenance. Credits include reimbursements from insurance agencies and warranty reimbursements.

Analysis: Expenditures in this account fluctuate based on vehicle age, usage, and environmental factors. The Department prioritizes preventive maintenance and rotates high-mileage vehicles into less demanding assignments prior to disposal to extend service life and reduce breakdowns. Costs remain closely tied to fleet age and replacement cycles. Repairs at or below the insurance deductible are charged to this account, and the recent increase in the deductible from \$1,000 to \$2,500 has contributed to higher costs. Additionally, the Department has extended the replacement cycle by one year or 25,000 miles, which may further increase maintenance expenses as vehicles age. Over the past five years, expenditures have steadily increased due to fleet utilization and replacement timing. An increase of \$10,000 (reallocated from Account 12 – Equipment Repair) will better align this account with projected expenditures and ongoing fleet needs.

Proposed Increase (+) or Decrease (-): +\$10,000 (+10.8%)

Account 14: Telephone Lines

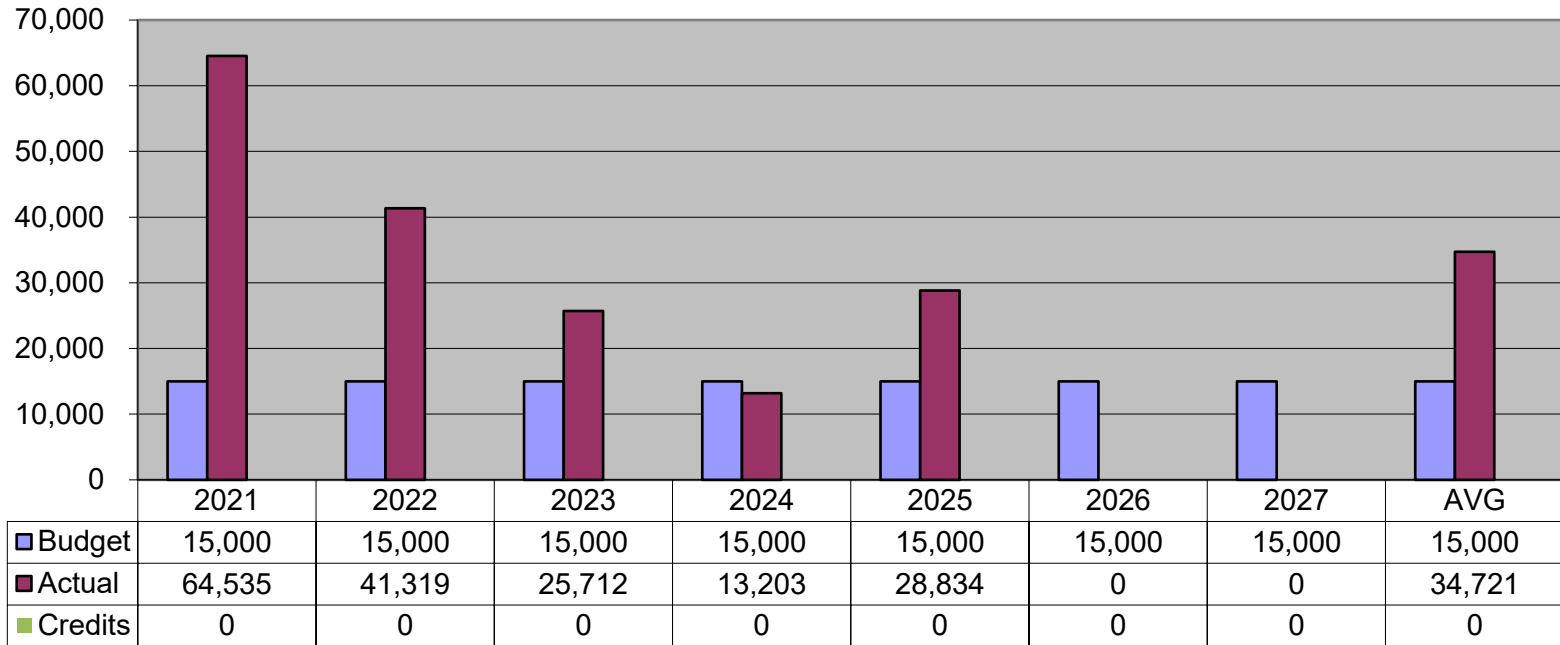


Synopsis: Funds all telephone expenses for the agency, including local and cellular services, as well as service for in-car Mobile Data Terminals (MDTs).

Analysis: Expenditures in this account cover agency telephone services, including local and cellular lines, as well as in-car MDT connectivity. While actual costs have at times exceeded budget, expenses have generally declined over the past five years due to a comprehensive review of phone services and the elimination of unutilized lines and features. Current spending trends remain manageable; however, projected operational needs indicate that an additional \$18,000 will be required in a future budget cycle to sustain service levels. At this time, no increase is requested for the current budget year, though this account may require adjustment in future planning cycles.

Proposed Increase (+) or Decrease (-): \$0

Account 16: Medical Fees

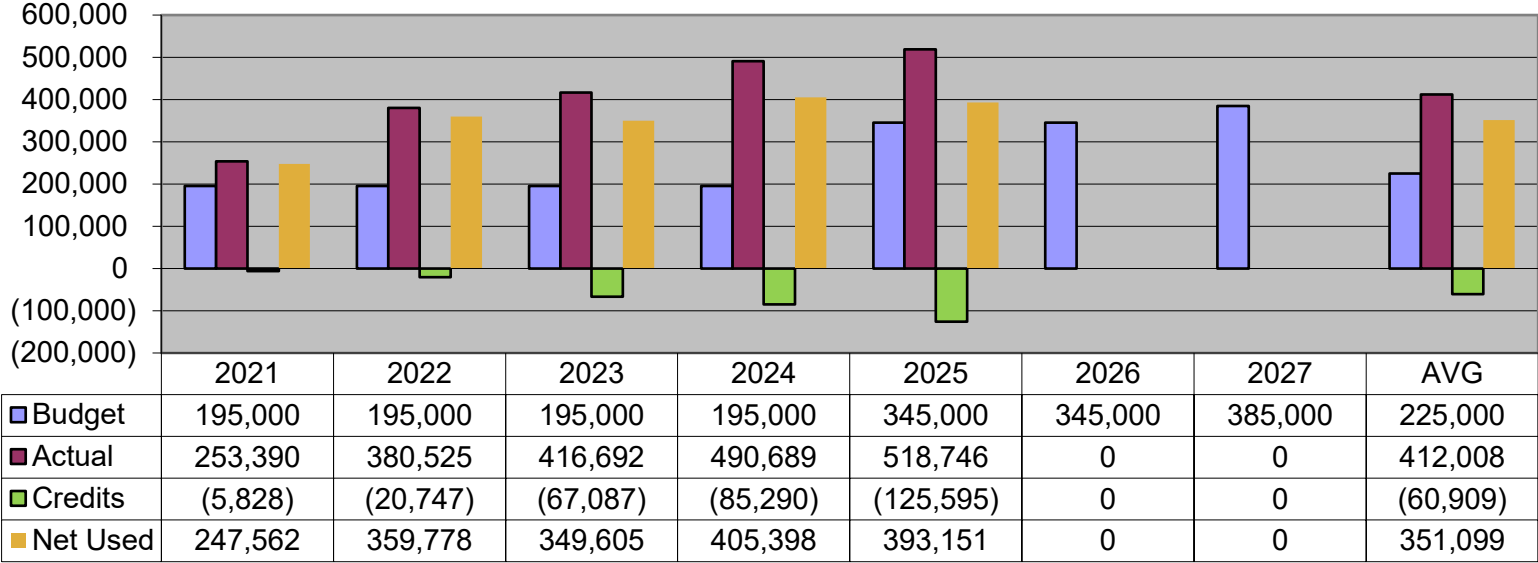


Synopsis: Funds medical expenses for employment candidates and non-health insurance expenses for employees, including random drug testing, fit for duty examinations, and Hazmat Physicals for the Hazardous Evidence Response Team (HERT.)

Analysis: Expenditures within this account fund random drug testing, HERT physicals, fit for duty examinations, and employment candidate testing requirements, including psychological evaluations, hearing testing, and physical testing requirements. Past increases over budget were primarily due to high vacancy rates within the Corrections Division and the resulting effort to move additional candidates through the hiring process. This account has not been increased since psychological evaluations were added as a hiring requirement, creating additional pressure on available funding. While no additional funding or reallocations are proposed for 2027, an increase of \$24,000 is recommended in a future budget year to better align the account with current operational and hiring-related expenses.

Proposed Increase (+) or Decrease (-): \$0

Account 17: Prisoner Food & Care

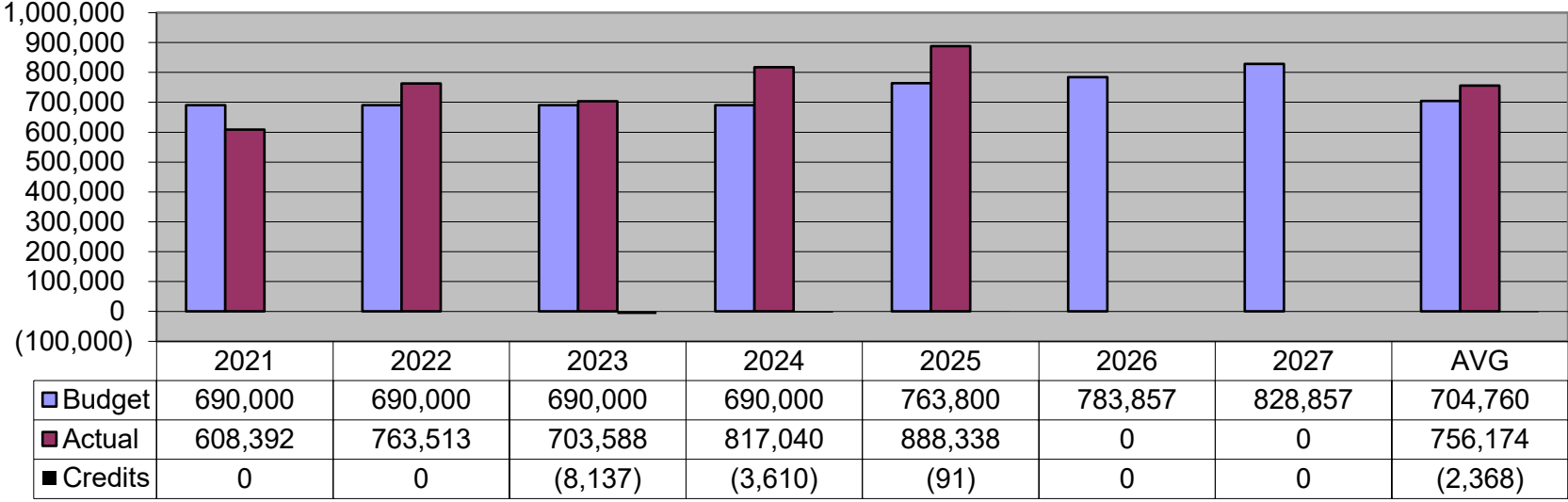


Synopsis: Funds costs directly associated with housing inmates.

Analysis: Expenditures within this account are directly tied to the inmate population and include food and food preparation items, clothing, bedding, chemicals, and other inmate-related supplies. The average daily population (ADP) at the jail has steadily increased from 80.5 in 2021 to 124.4 in 2025. Increased inmate numbers, combined with rising grocery and supply costs, are expected to continue driving expenditures upward through 2027. To better align the budget with anticipated operational costs, an increase of \$40,000 is recommended for this account.

Proposed Increase (+) or Decrease (-): +\$40,000 (+11.6%)

Account 19: Computer Contracts

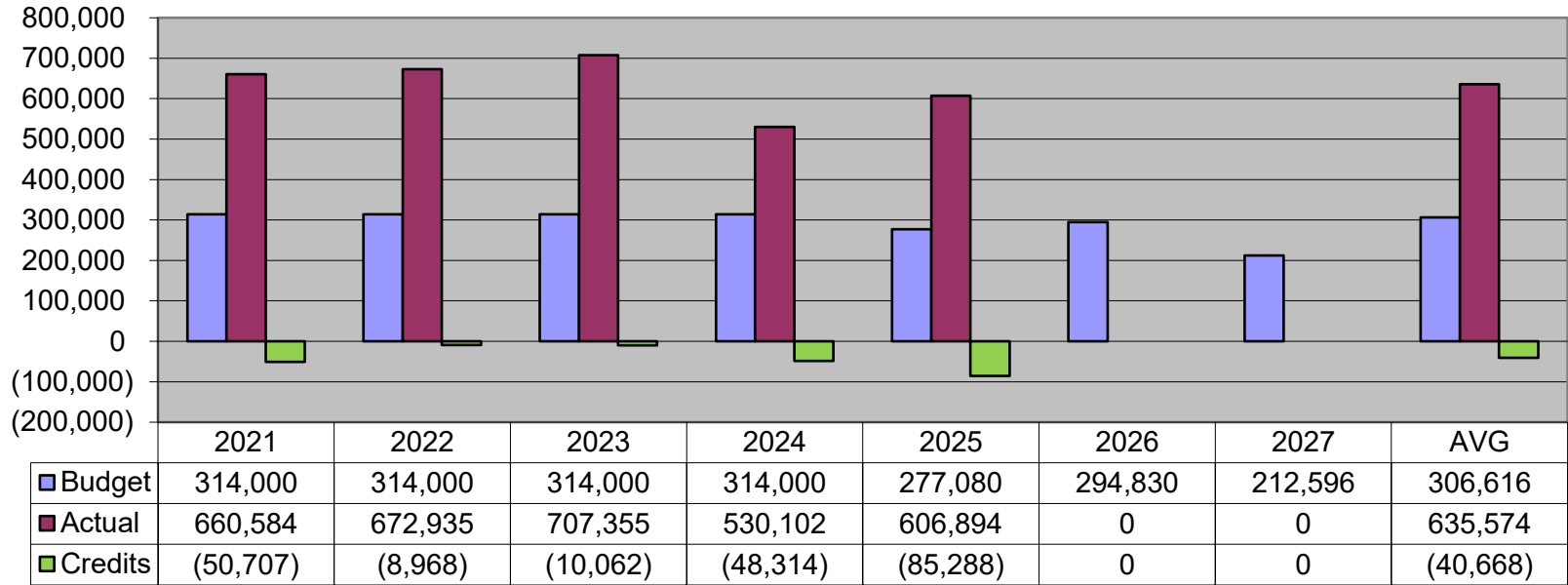


Synopsis: Funds contractual services related to computer operations.

Analysis: This account covers essential ongoing technology costs, including software licensing, system maintenance agreements, internet services, and other contracted IT support needed for daily operations. Key expenditures include support for the Records Management System (RMS), mobile data systems, and major technology platforms such as Axon body-worn cameras, in-car cameras, and tasers. In 2025 it also included email system support following the Department’s migration to Outlook. These costs have continued to rise due to expanding technology use and increasing licensing and maintenance requirements. While the account has received prior increases, current funding still falls short of anticipated contractual obligations. An increase of \$45,000 is recommended for 2027, supported through reallocation of existing budget resources.

Proposed Increase (+) or Decrease (-): \$ +\$45,000 (+5.74%)

Account 20: Contractual Services

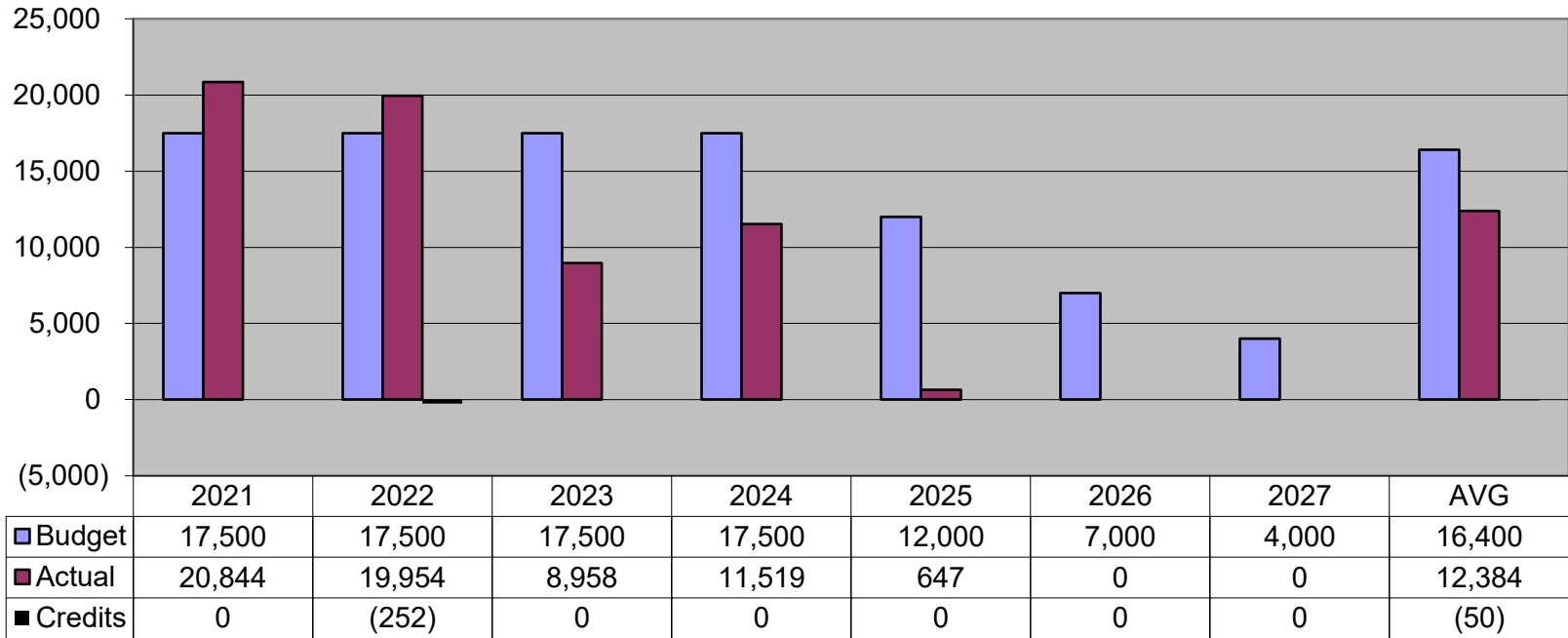


Synopsis: Funds a multitude of contracted services utilized by the department.

Analysis: This account includes a broad range of essential contracted services that support operational needs across the Department. Major expenditures include towing services, waste removal, extradition transportation, Employee Assistance Program services, health insurance broker services, license plate reader services, investigative support contracts, ice services, language translation services, custodial services, dishwasher maintenance, camera-related contracts, accreditation expenses, and pre-employment testing and screening. The decrease in this account is primarily due to the removal of the Co-Responder Contract (\$112,000) that was previously included in the budget. Partially offsetting this reduction, \$29,766 has been reallocated back into the account for inflationary increases and annual renewal adjustments for existing contracts. Overall, the revised funding level aligns recurring contractual obligations with projected 2027 operational needs.

Proposed Increase (+) or Decrease (-): **-\$82,234 (-27.9%)**

Account 21: Community Services

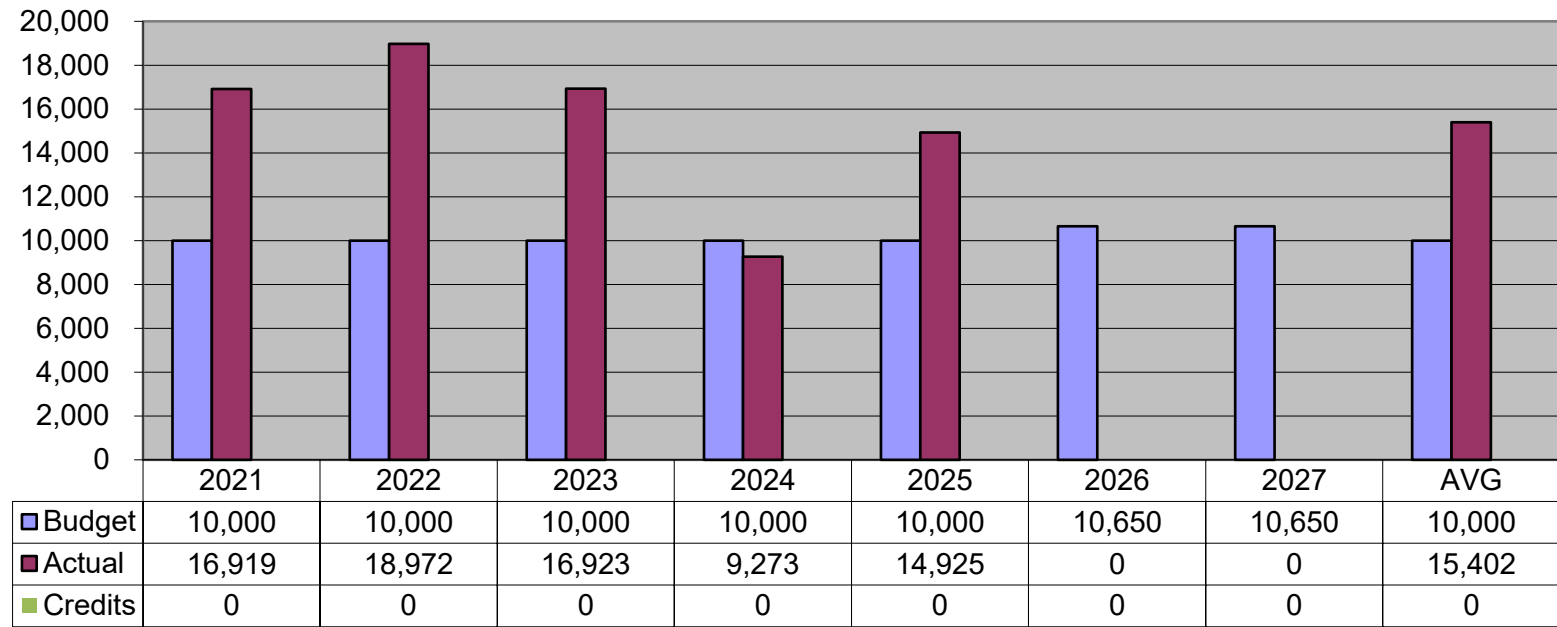


Synopsis: This account funds department-sponsored community outreach efforts and recruitment-related activities within the community.

Analysis: This funds purchase promotional and outreach materials distributed during community engagement events and recruitment activities. These efforts support public awareness, strengthen community relationships, and assist in attracting qualified applicants to the department. Additional funding within this account supports professional services and resources associated with outreach and recruitment initiatives. Due to a significant purchase of outreach and promotional resources in prior years, sufficient inventory remained available in 2025, reducing the need for large additional purchases during the current budget cycle.

Proposed Increase (+) or Decrease (-): -\$3,000 (-42%)

Account 22: Books, Subscriptions, & Memberships

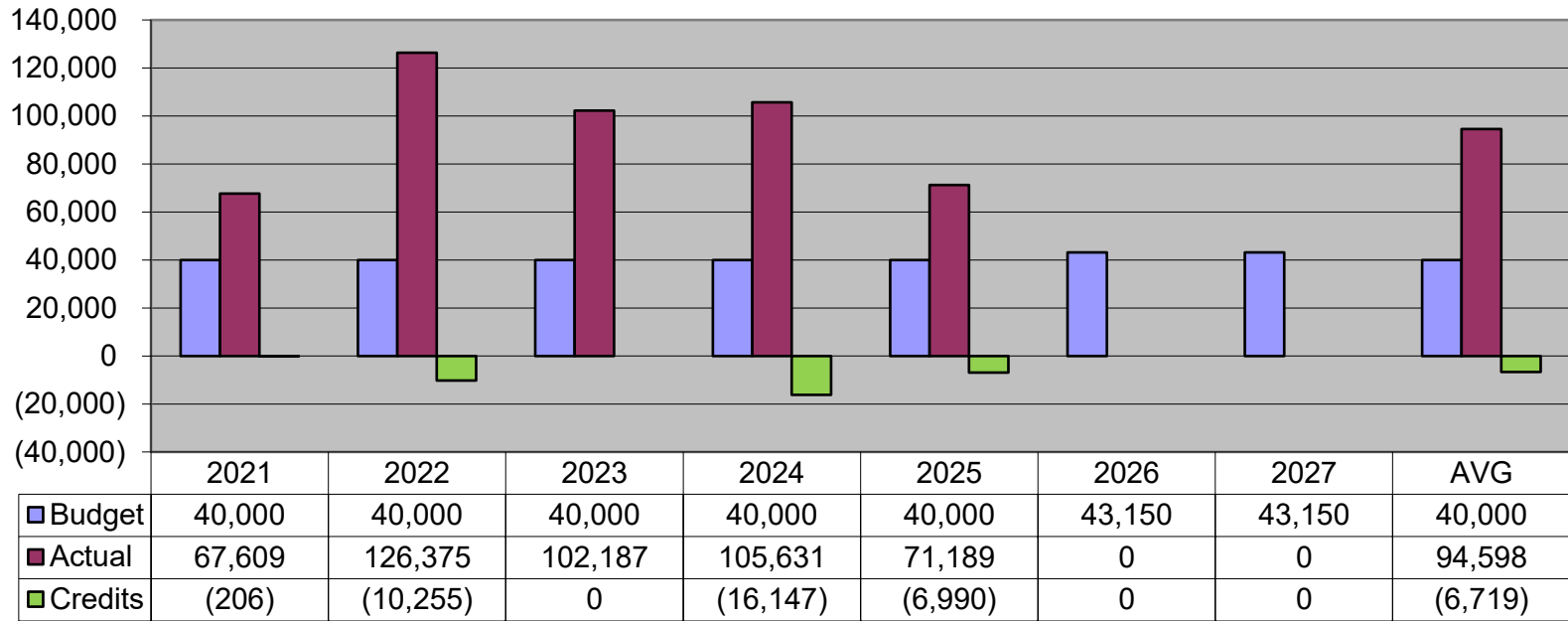


Synopsis: Funds the purchase of legal references, membership dues, and professional networks, paper subscriptions.

Analysis: It is important for the Department to remain current with evolving legal, professional, and social issues impacting law enforcement operations. To support this effort, the Department maintains memberships in professional organizations and subscribes to publications, legal references, and other informational resources. Continued funding at the current level ensures staff maintain access to current information, training resources, and industry best practices. Although expenditures were higher in previous years, the Department has reviewed and assessed current needs and believes the existing budget is sufficient to support operational requirements. No increase is recommended for 2027.

Proposed Increase (+) or Decrease (-): \$0

Account 23: Uniforms & Accessories

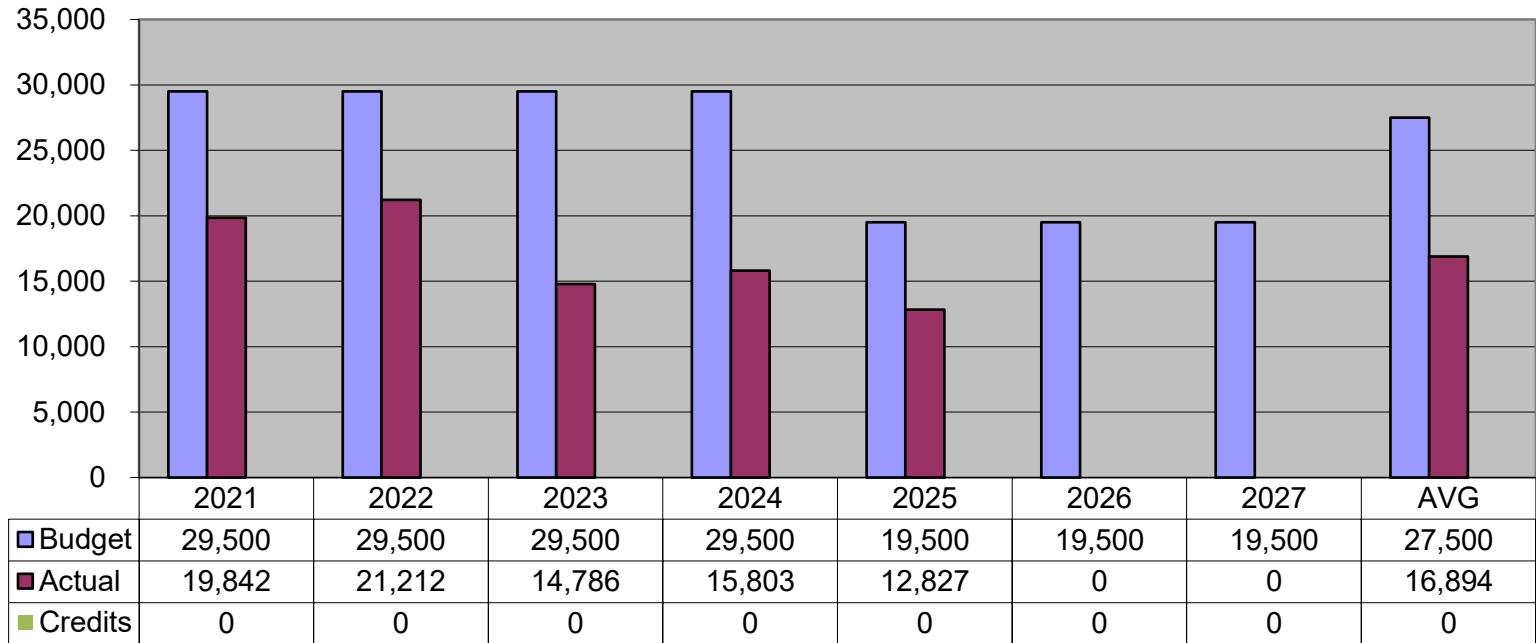


Synopsis: Funds the acquisition, repair, and alterations of uniforms and equipment for employees

Analysis: Costs associated with equipping newly hired Police and Corrections personnel include uniforms, ballistic vests, pepper spray, and other required equipment items. In recent budget years, expenditures within this account exceeded budgeted amounts due to the transition and replacement of uniforms within the Patrol and Corrections Divisions. Historically, reimbursements have been received through the Department of Justice Bulletproof Vest Program (BVP), which offsets 50% of eligible ballistic vest purchases. At this time, no large-scale uniform replacement projects are anticipated, and the current funding level is considered sufficient to meet projected operational needs and expenditures for 2027.

Proposed Increase (+) or Decrease (-): \$0

Account 25: Maintenance Supplies

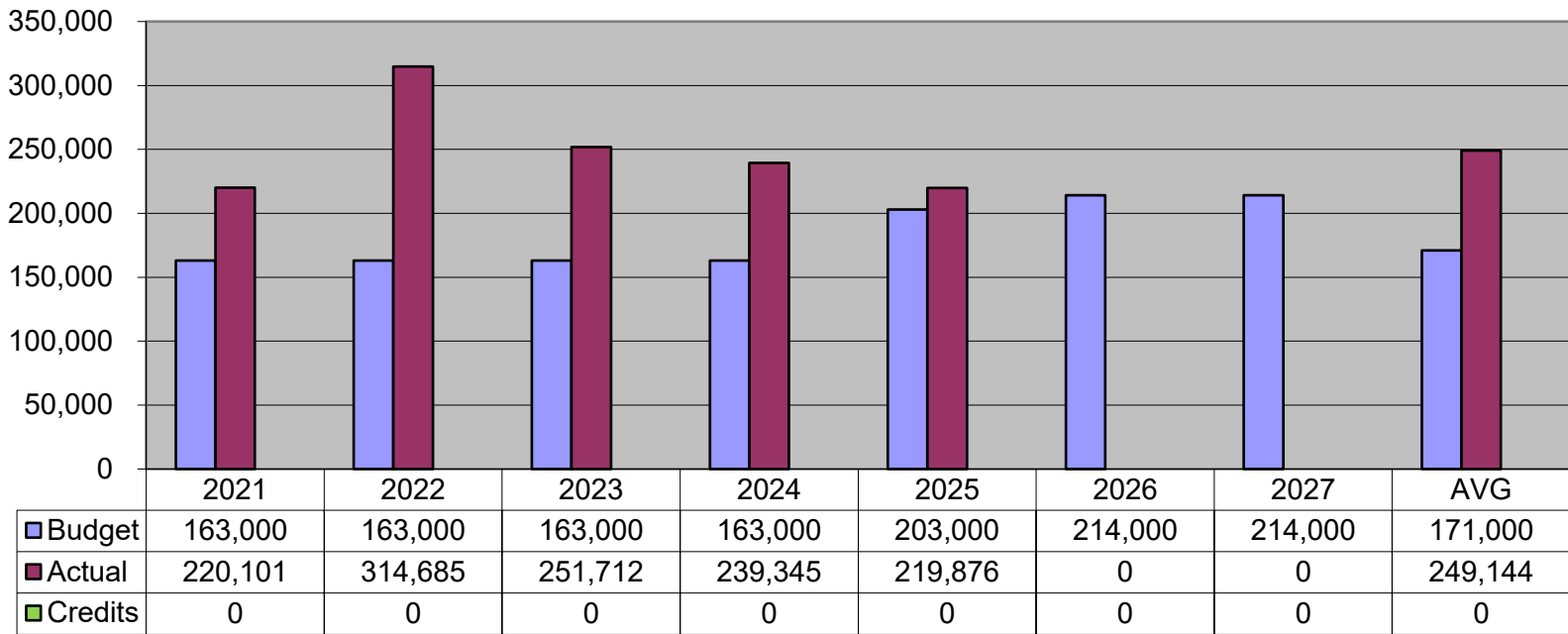


Synopsis: Funds purchase of equipment and essential supplies for maintaining facilities.

Analysis: The cost of maintenance supplies, obviously tied to maintenance activities that are directly related to aging equipment and facilities, costs have fluctuated down slowly over the past several years. However, as the current budget is in line with the 5-year average, no changes to this line are recommended.

Proposed Increase (+) or Decrease (-): \$0

Account 26: Fuel & Lubrication

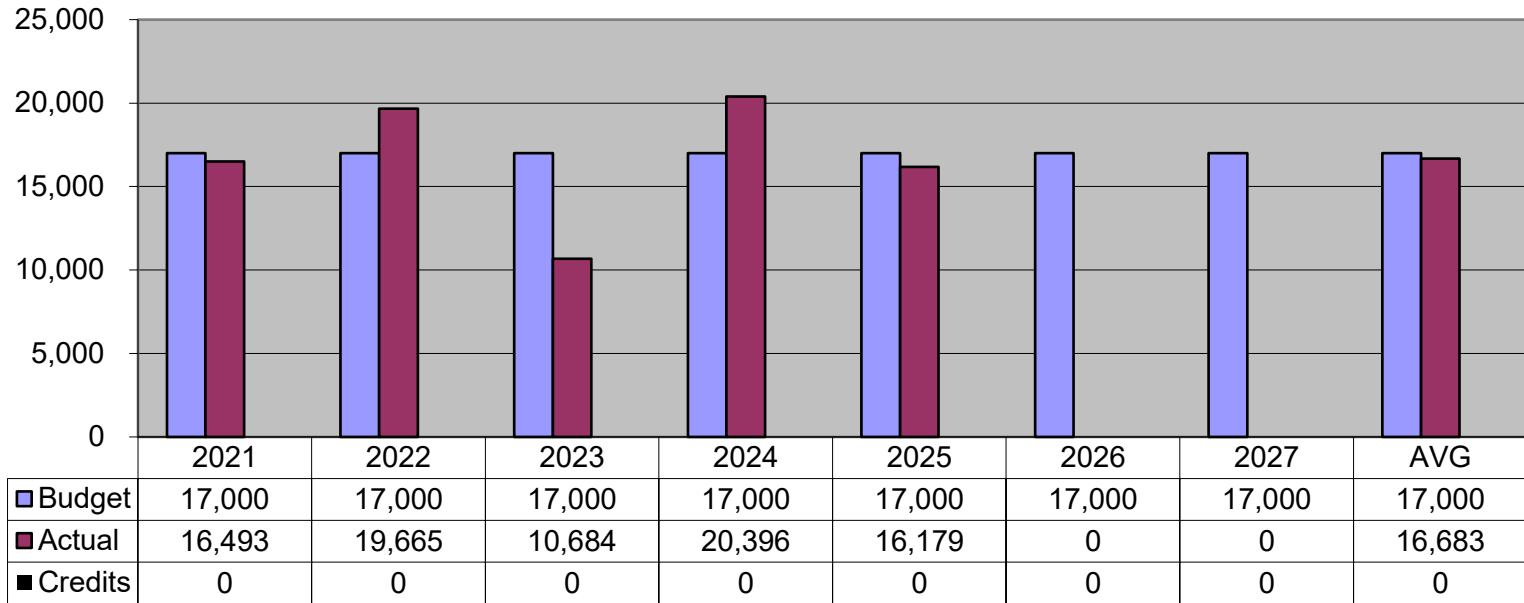


Synopsis: Funds purchase of gasoline and lubricants for the Department's motor vehicles.

Analysis: Most expenditures in this account are related to fuel costs. The Department's fleet consumes an estimated 85,000 gallons of gasoline annually. Fuel prices have fluctuated significantly in recent years; however, based on current trends, it is anticipated that 2027 expenditures will remain near the approved budget amount.

Proposed Increase (+) or Decrease (-): \$0

Account 27: Vehicle Tires

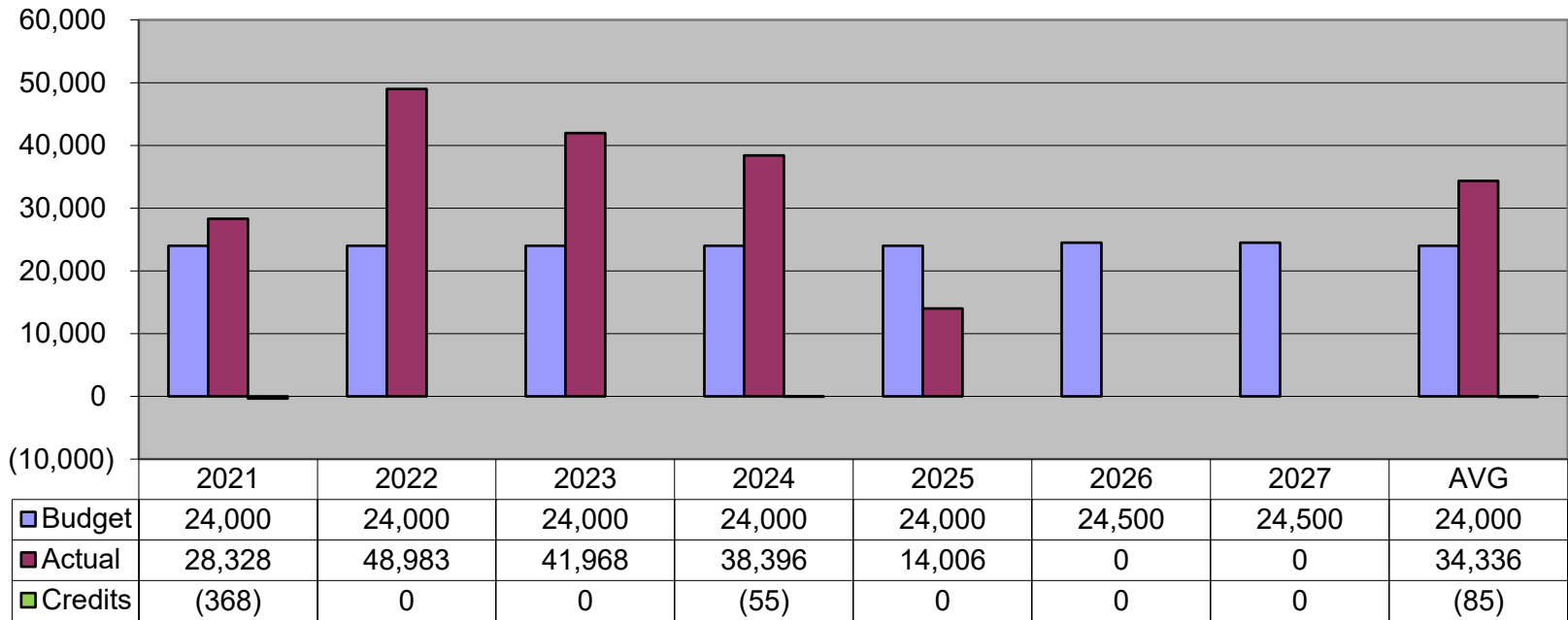


Synopsis: Funds tire repairs and replacements.

Analysis: Replacement tires are purchased, as necessary. The primary concern and deciding factor is driver safety. As police vehicles are often operated at high speed, occasionally for extended periods of time and/or over considerable distance, worn and potentially unsafe tires are replaced. Given the 5 year average no change to the 2027 line.

Proposed Increase (+) or Decrease (-): \$0

Account 28: Office Supplies

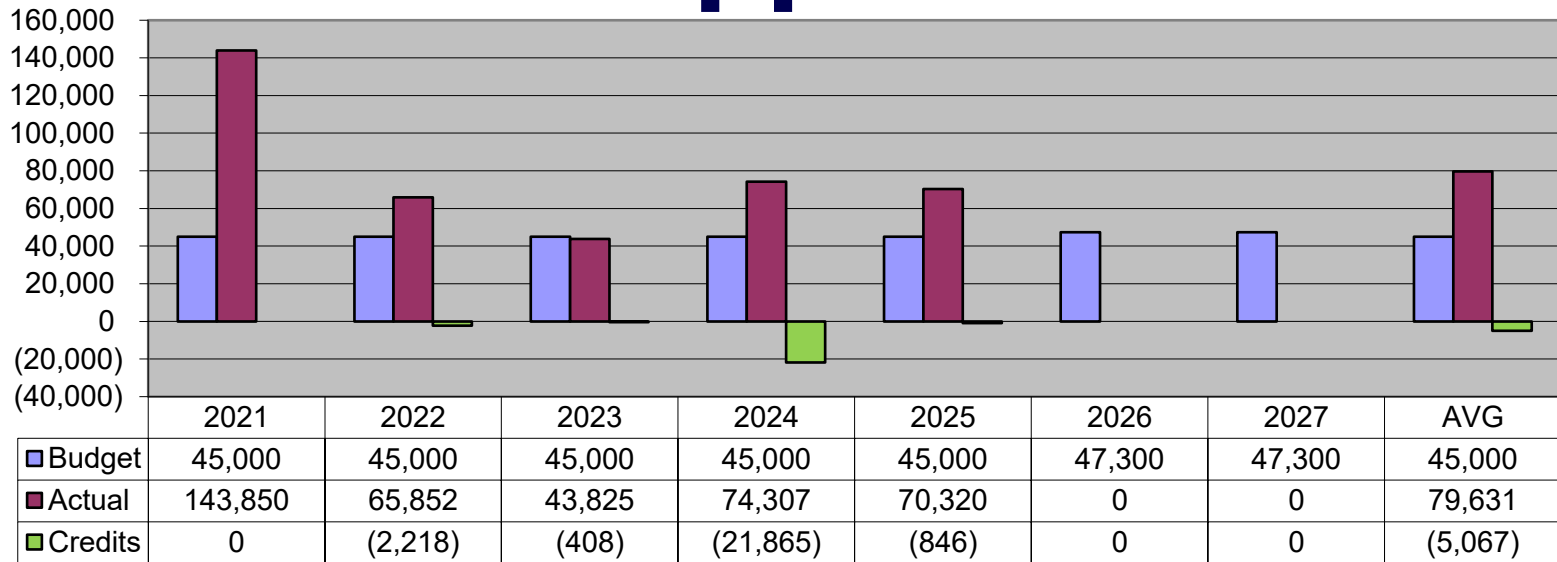


Synopsis: Funds the various office and computer supplies necessary to support daily business operations.

Analysis: Expenditures within this account include miscellaneous office and computer supplies necessary to support the Department’s daily business operations. Although expenditures exceeded budgeted amounts in prior years, costs have recently trended downward as supply ordering processes and inventory controls have improved. Based on current spending trends and operational needs, the 2027 budget is expected to be sufficient to support anticipated expenditures. No increase is recommended.

Proposed Increase (+) or Decrease (-): \$0

Account 29: Replenishment Supplies

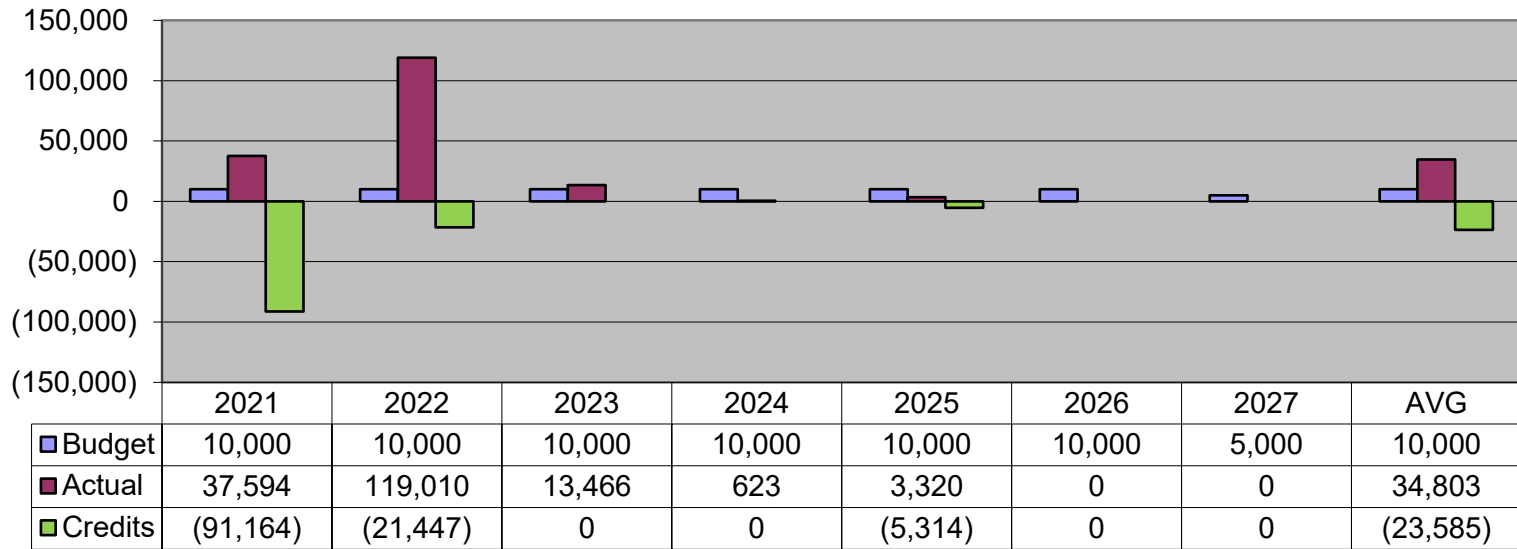


Synopsis: Funds the purchase of consumable and replenishment supplies necessary for daily Department operations, including paper products, cleaning supplies, ammunition, and other disposable items.

Analysis: Expenditures within this account have exceeded budgeted amounts in recent years due primarily to rising costs for routinely purchased supplies. Items funded through this account include ammunition, batteries, paper products, disposable crime scene and personal protective gloves, first aid supplies, and drug field test kits. In 2021, a national ammunition shortage impacted the Department’s ability to place orders, resulting in the purchase of approximately three years’ worth of ammunition once product became available. This contributed to the significant overage in 2021, while the following two years more accurately reflect typical expenditure levels. Although the budget for this line has increased slightly in recent years, actual expenditures continue to trend upward due to ammunition pricing and product availability. The Department should consider a future budget increase of \$20,000 to better align funding with long-term operational needs.

Proposed Increase (+) or Decrease (-): \$0

Account 30: Communications Equipment

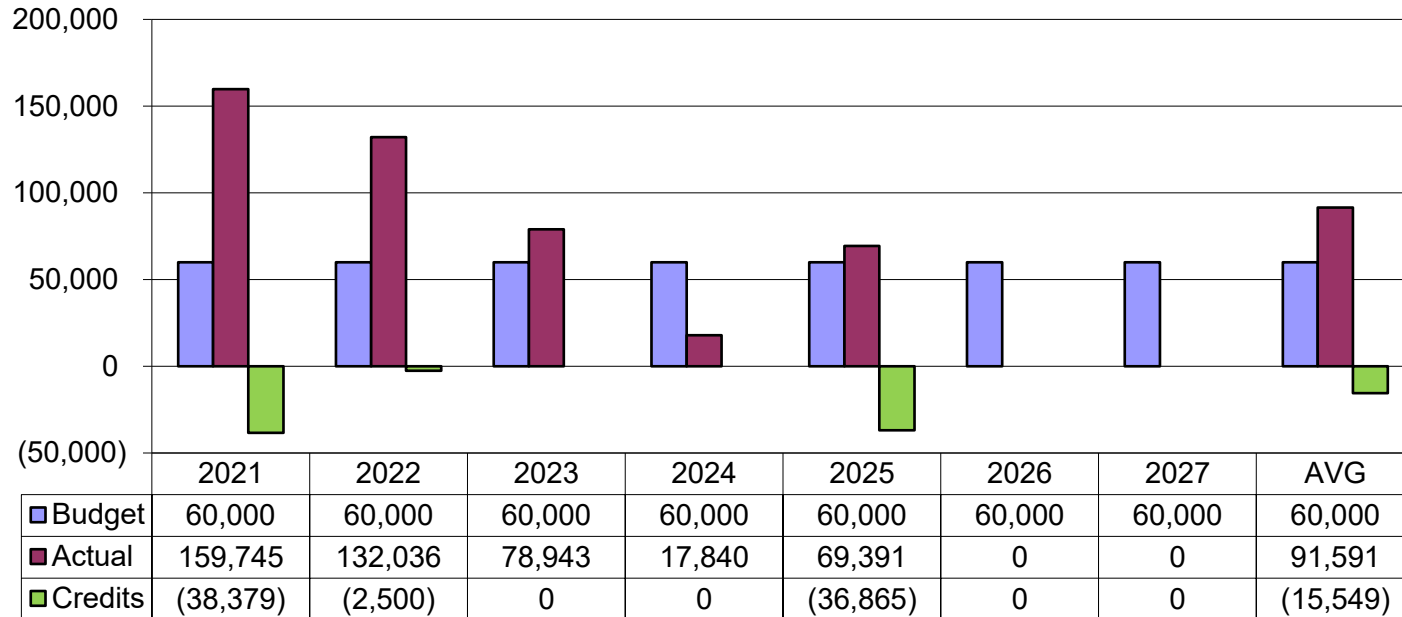


Synopsis: Funds the replacement and upgrade of communications equipment, including radios, phones, scanners and related support equipment

Analysis: The radio system upgrade and implementation were completed in 2022. Since that time, expenditures in this account have remained minimal and have primarily consisted of minor equipment replacements and maintenance needs. Based on recent spending trends, the Department recommends reducing the budget from \$10,000 to \$5,000.

Proposed Increase (+) or Decrease (-): -\$5,000 (-50%)

Account 31: Guns & Crime Equipment

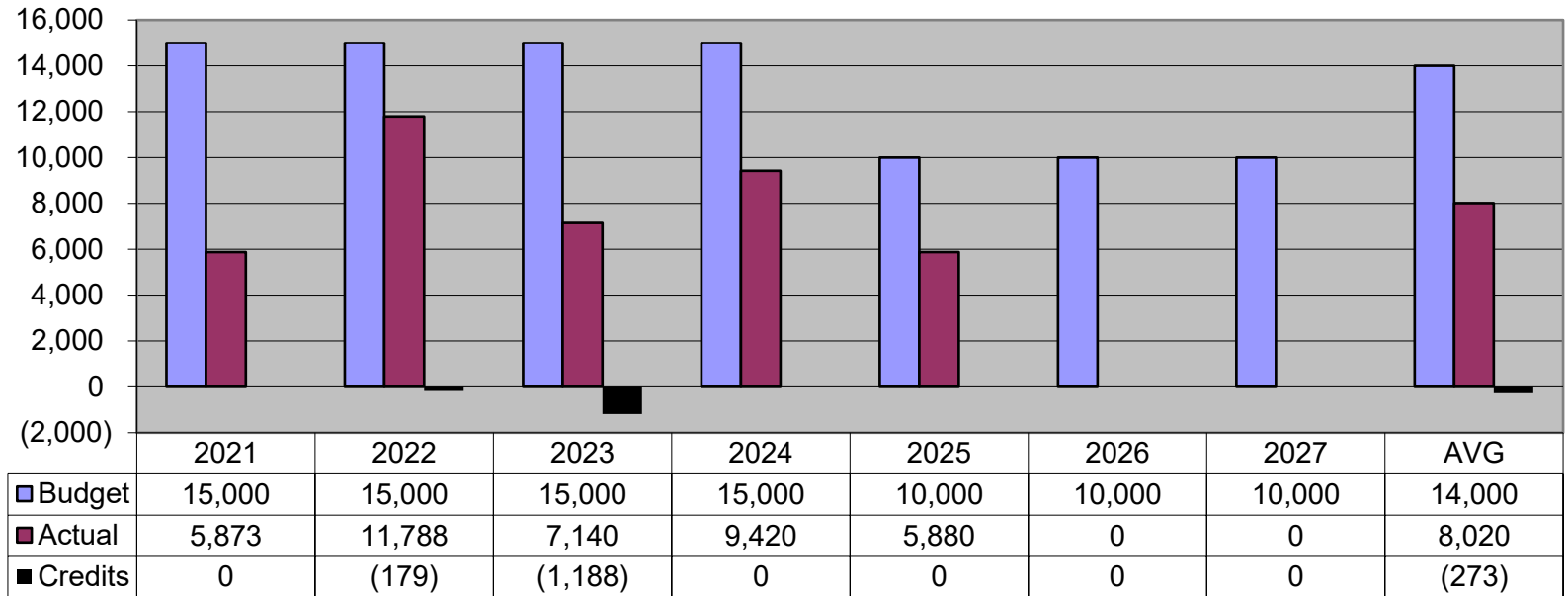


Synopsis: Funds the Department’s firearms, personal weapons, and related law enforcement equipment.

Analysis: This account funds the purchase, maintenance, and replacement of Department-issued firearms, personal weapons, and specialized equipment necessary for law enforcement operations. Funding supports maintaining officer readiness, operational effectiveness, and compliance with safety standards as equipment reaches the end of its service life. Portions of expenditures within this account are offset through reimbursements from the Edward Byrne Memorial Justice Assistance Grant Program. While reimbursements have historically occurred in subsequent fiscal years, expenditures and reimbursements have recently aligned within the same fiscal year. Higher expenditures in 2021 were primarily due to the purchase of riot helmets, drone replacements, and a 3D scanner for the CSI Division. The 2027 budget is considered sufficient to meet anticipated operational needs and projected expenditures.

Proposed Increase (+) or Decrease (-): \$0

Account 32: Furniture

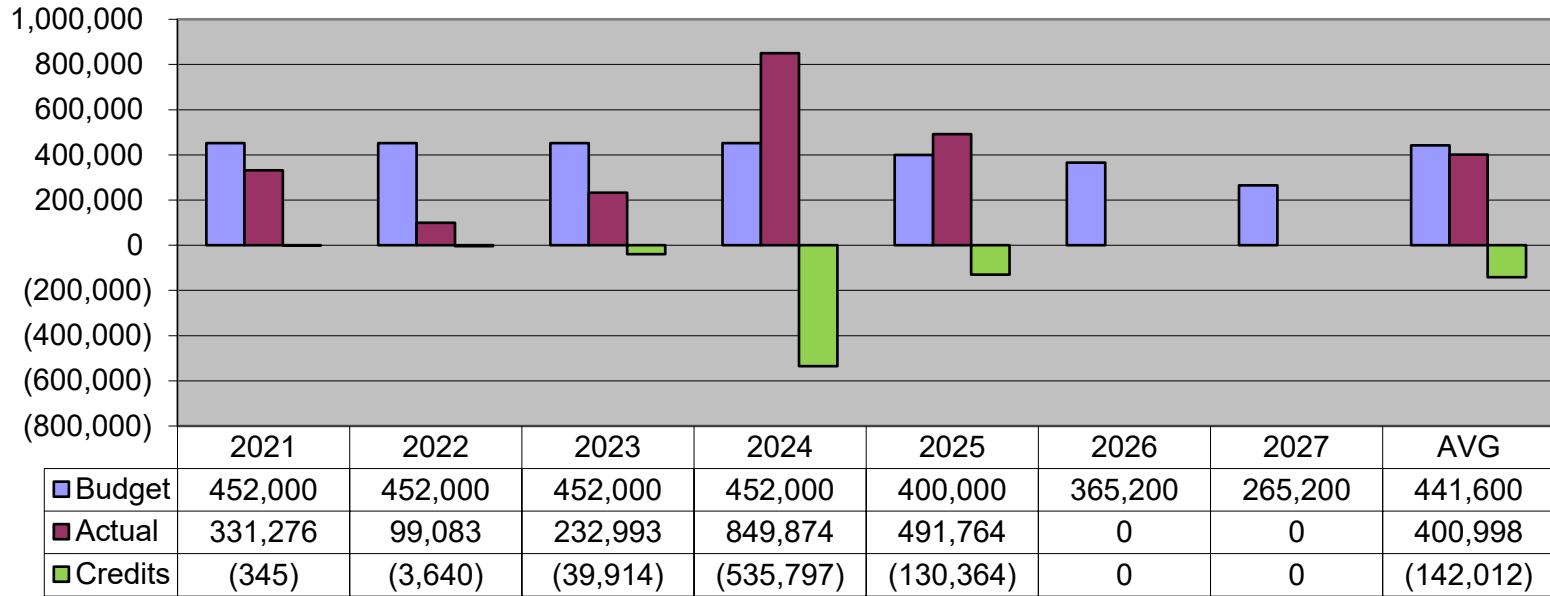


Synopsis: Funds purchase of all furniture necessary for the operation of the LEC.

Analysis: This line funds the purchase of furniture necessary for the operation of the Law Enforcement Center (LEC). On an annual basis, limited replacements are made for items such as chairs, desks, and cabinets as existing furniture reaches the end of its useful life. These purchases are typically driven by wear and tear, safety concerns, and the need to maintain functional and efficient workspaces for staff.

Proposed Increase (+) or Decrease (-): \$0

Account 33: Equipment

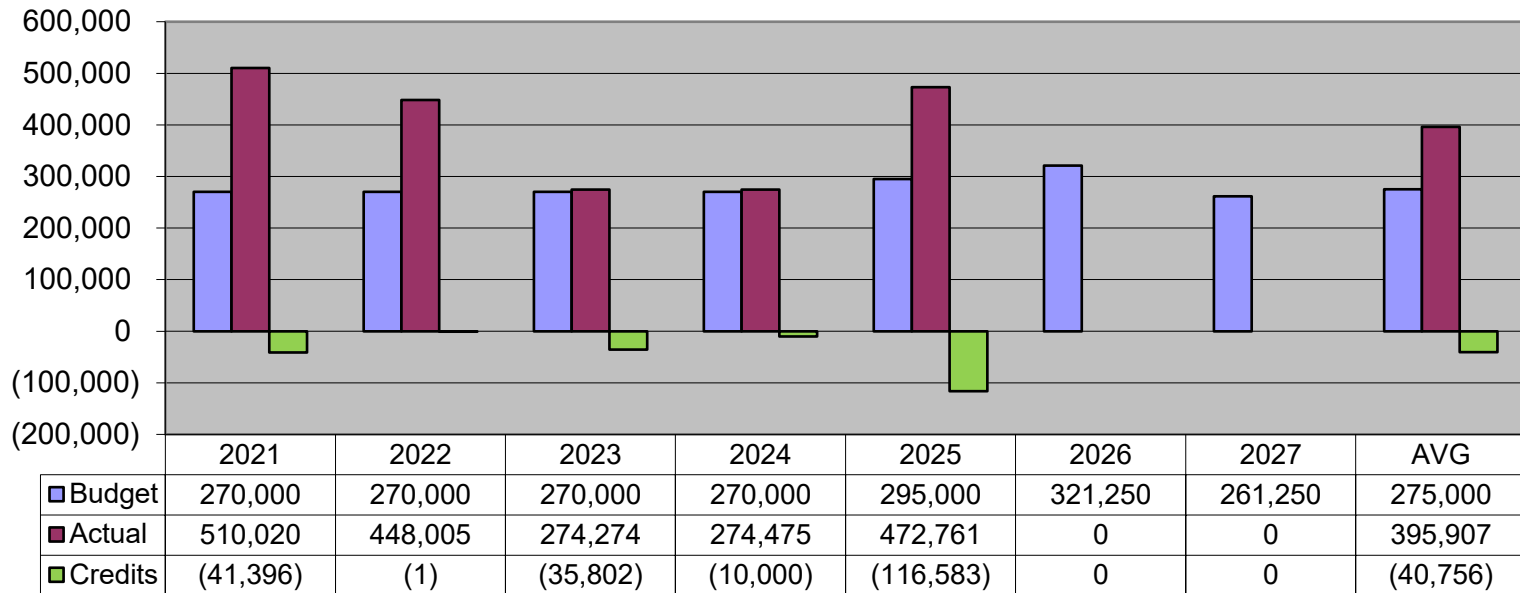


Synopsis: Funds computer hardware, software, servers, and other equipment utilized for Department-wide operations.

Analysis: Expenditures within this account primarily support computer hardware and network equipment necessary for individual users and overall Department operations. Items funded include desktop and laptop computers, hard drives, network switches, servers, power modules, battery backup units, and select jail-related appliances. Credits to this account are received from the IT Reserve Fund, which helps offset major equipment replacement costs and stabilize expenditures during peak replacement years. This funding structure has allowed the Department to remain within budget in recent years. For 2027, \$100,000 is being reallocated from this account to Account 35 – Reserves to establish the Department’s annual contribution to the IT Reserve Fund and support future technology replacement needs.

Proposed Increase (+) or Decrease (-): -\$100,000 (-27%)

Account 34: Vehicles

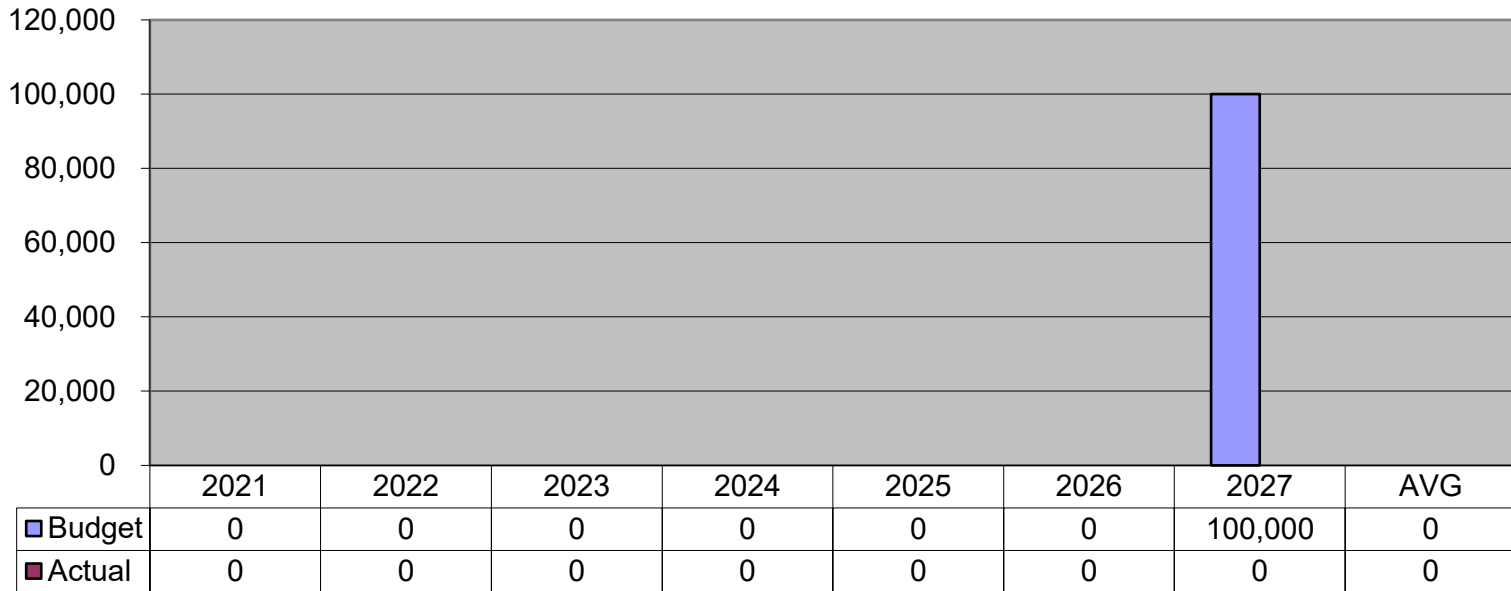


Synopsis: Funds all vehicle purchases and the transfer of equipment from old vehicles into new vehicles. Credits include insurance reimbursements and proceeds from auction sales.

Analysis: The Department’s fleet currently consists of 76 vehicles and 8 trailers. This account supports the purchase of replacement vehicles as well as the transfer and installation of equipment from retired units into new vehicles. Actual expenditures in 2025 exceeded budgeted amounts due to the purchase of two investigative units funded through unused personnel allocations approved by the Law Board. For 2027, the Department recommends a reduction of \$60,000, equivalent to the cost of purchasing and equipping one patrol unit, in order to reallocate funding to other higher-priority and underfunded accounts within the overall budget.

Proposed Increase (+) or Decrease (-): -\$60,000 (-18%)

Account 35: Reserves



Synopsis: Funds the annual contribution to the IT Reserve Fund.

Analysis: Beginning in 2027, this account supports the Department’s annual contribution to the IT Reserve Fund, which is used to maintain fund balance and support future technology and equipment replacement needs. The \$100,000 contribution is reallocated from Account 33 as part of a long-term technology replacement and capital planning strategy. This adjustment improves funding stability for planned lifecycle replacements and aligns resources with anticipated future IT needs. The establishment of this dedicated reserve account also enhances transparency by clearly identifying the allocation and purpose of funds within the Department’s budgeting structure.

Proposed Increase (+) or Decrease (-): +\$100,000



Thank You!

Riley County Police Department

*1001 South Seth Child Road
Manhattan, Kansas 66502*

(785) 537-2112

www.RileyCountyPolice.org

@RileyCountyPD

To ***reduce crime*** and
improve the quality
of life for
the ***citizens we serve***

Personnel
 2.8% COLA
 Remove Disp Super
 Add Disp

Riley County Police Department Proposed 2027 Budget Draft 1

Non Personnel
 Prisoner Food

Acct	Description	2024 Actual Expenditures	2025 Approved Budget	2025 Actual Expenditures	2026 Approved Budget	2027 Proposed Budget	Budget Difference	
01	Salaries-Full Time	16,302,717.84	18,145,731.89	17,082,190.94	19,318,943.00	20,012,397.00	693,454.00	
02	Salaries-Part Time	105,937.25	125,000.00	110,088.09	125,000.00	160,000.00	35,000.00	
03	Salaries-Overtime	517,186.99	491,762.00	531,188.07	491,762.00	491,762.00	-	
Total Salaries		16,925,842.08	18,762,493.89	17,723,467.10	19,935,705.00	20,664,159.00	728,454.00	
36	Kansas Police & Fire	2,303,931.55	2,693,538.00	2,601,330.06	2,782,081.00	2,964,566.00	182,485.00	
37	KPERS	721,910.63	842,704.21	798,075.67	890,865.00	889,869.00	(996.00)	
38	Social Security	661,848.30	749,097.43	704,238.72	812,427.00	836,133.00	23,706.00	
39	Health Insurance	1,840,000.00	1,650,000.00	1,853,113.49	1,772,296.00	1,772,296.00	-	
40	Workers Comp Insurance	88,291.82	374,105.00	131,935.95	373,189.00	325,000.00	(48,189.00)	
41	Unemployment Compensation	16,419.16	18,723.40	17,166.10	20,012.00	20,766.00	754.00	
Total Employee Benefits		5,632,401.46	6,328,168.04	6,105,859.99	6,650,870.00	6,808,630.00	157,760.00	
Total Personnel Costs		22,558,243.54	25,090,661.93	23,829,327.09	26,586,575.00	27,472,789.00	886,214.00	3.333%
04	Utilities	251,472.50	205,000.00	260,626.28	205,000.00	225,000.00	20,000.00	
05	Insurance	513,681.00	420,000.00	711,287.03	425,250.00	625,250.00	200,000.00	
06	Legal & Accounting	108,851.72	85,000.00	101,962.31	85,000.00	85,000.00	-	
07	Training & Travel	138,842.23	108,000.00	110,356.09	113,500.00	113,500.00	-	
08	Postage	8,564.37	7,400.00	6,285.03	7,400.00	7,400.00	-	
09	Printing	6,546.60	7,500.00	11,100.99	7,500.00	6,000.00	(1,500.00)	
10	Rentals-Maintenance Agreements	59,373.36	60,000.00	57,297.29	60,000.00	60,000.00	-	
11	Building & Grounds	44,806.09	30,000.00	25,120.13	30,000.00	30,000.00	-	
12	Equipment Repair & Maintenance	25,319.33	60,000.00	27,043.41	40,000.00	30,000.00	(10,000.00)	
13	Vehicle Maintenance	129,090.68	100,000.00	169,751.60	127,500.00	137,500.00	10,000.00	
14	Telephone Service	75,118.35	62,000.00	77,742.91	62,000.00	62,000.00	-	
16	Medical Fees	13,202.89	15,000.00	28,834.00	15,000.00	15,000.00	-	
19	Contractual services-Computer	813,429.45	763,800.00	888,247.27	783,857.00	828,857.00	45,000.00	
20	Other Contractual Services	481,788.72	277,080.00	521,606.47	294,830.00	212,596.00	(82,234.00)	
Total Contractual Services		2,670,087.29	2,200,780.00	2,997,260.81	2,256,837.00	2,438,103.00	181,266.00	
17	Prisoner Food & Care	405,398.38	345,000.00	393,150.86	345,000.00	385,000.00	40,000.00	
21	Community Services/Recruiting	11,518.93	12,000.00	646.86	7,000.00	4,000.00	(3,000.00)	
22	Books, Papers, Memberships	9,272.95	10,000.00	14,924.99	10,650.00	10,650.00	-	
23	Uniforms & Accessories	89,484.53	40,000.00	64,199.02	43,150.00	43,150.00	-	
25	Maintenance Supplies	15,802.54	19,500.00	12,827.43	19,500.00	19,500.00	-	
26	Fuel & Lubrication	239,344.75	203,000.00	219,875.53	214,000.00	214,000.00	-	
27	Vehicle Tires	20,396.13	17,000.00	16,178.74	17,000.00	17,000.00	-	
28	Office Supplies	38,340.52	24,000.00	14,005.51	24,500.00	24,500.00	-	
29	Replenishment Supplies	52,441.57	45,000.00	69,474.23	47,300.00	47,300.00	-	
Total Commodities		882,000.30	715,500.00	805,283.17	728,100.00	765,100.00	37,000.00	
30	Communications Equipment	622.59	10,000.00	(1,993.72)	10,000.00	5,000.00	(5,000.00)	
31	Guns & Crime Equipment	17,839.71	60,000.00	32,526.12	60,000.00	60,000.00	-	
32	Furniture	9,420.14	10,000.00	5,880.17	10,000.00	10,000.00	-	
33	Equipment	314,076.35	400,000.00	361,400.12	365,200.00	265,200.00	(100,000.00)	
34	Vehicles and Equipment	264,474.54	295,000.00	356,177.75	321,250.00	261,250.00	(60,000.00)	
35A	Reserves & Contingencies	-	-	-	-	100,000.00	100,000.00	
Total Capital Outlay		606,433.33	775,000.00	753,990.44	766,450.00	701,450.00	(65,000.00)	
Total Non-Personnel Costs		4,158,520.92	3,691,280.00	4,556,534.42	3,751,387.00	3,904,653.00	153,266.00	4.086%
Total		26,716,764.46	28,781,941.93	28,385,861.51	30,337,962.00	31,377,442.00	1,039,480.00	3.426%
				Carry Over	(249,500.00)	(427,000.00)		
					30,088,462.00	30,950,442.00		2.865%

printed 4/13/2026

**Riley County Police Department
NOTICE OF BUDGET HEARING**

First published in the Manhattan Mercury on June 4, 2026.

In compliance with the provisions of K.S.A. 79-2929, public notice is hereby given that the governing body of the Riley County Police Department will meet on June 15, 2026 at 12:00 noon in the Manhattan City Commission Room, 1101 Poyntz Avenue, Manhattan, Kansas, for the purpose of hearing objections and answering questions of taxpayers relating to the following budget, for the proposed tax levy, and considering amendments relating thereto.

Kathryn Focke
Chair

Barry Wilkerson
Secretary

In accordance with K.S.A. 19-4401 *et seq.*, K.S.A. 19-4443, as amended, and K.S.A. 79-2929, as amended:

The Riley County Law Enforcement Agency submits the following budget requirements to the governmental units concerned and asks that the funds shown as needed be provided for 2027.

The total of the estimated budget is \$31,377,442.00, which is within the 110% spending lid imposed by K.S.A. 19-4443, as amended in 1981.

This proposal for the 2027 budget for the Riley County Police Department reflects the following significant issues/factors:

- Step increases for eligible personnel
- 2.8% cost of living increase
- Prisoner Food & Care Increase

The division of the request to the governmental units is provided for in K.S.A. 19-4443 (d) as amended in 1997. The City of Manhattan shall levy a tax at a mill rate sufficient to fund 80% of the budget of the law enforcement agency and department and the County shall levy a tax at a mill rate sufficient to fund 20% of the budget of the law enforcement agency and department.

Expenditure Detail

	2026 Budget	2027 Requested
Personnel	\$19,935,705.00	\$20,664,159.00
Benefits	\$6,650,870.00	\$6,808,630.00
Non-Personnel	\$3,751,387.00	\$3,904,653.00
Total Expenditures	\$30,337,962.00	\$31,377,442.00

Distribution of Budget Request

	2026	2027
City of Manhattan	\$24,070,769.60	\$24,760,353.60
Riley County	\$6,017,692.40	\$6,190,088.40
Carry Over/Copy Fees	\$249,500.00	\$427,000.00
Total	\$30,337,962.00	\$31,377,442.00

Revenue Neutral Rate

The Revenue Neutral Rate was not available from _____ the Riley County Clerk at the time of this publication.

Special Emergency Reserve Fund

K.S.A. 19-4443 (b), as amended in 1997, established a special accruing emergency reserve fund not to exceed 15% of [the] annual budget.

December 31, 2024 Balance	\$750,000
Proposed 2026 Balance	\$750,000

IT Reserve Fund

December 31, 2025 Balance:	\$765,345
Proposed 2026 Increases	+\$100,000
Estimated 2026 EOY	\$865,345

Personnel
 1.5% COLA
 Remove Disp Super
 Add Disp

Riley County Police Department

Proposed 2027 Budget

Draft 2

Non Personnel
 Prisoner Food

Acct	Description	2024 Actual Expenditures	2025 Approved Budget	2025 Actual Expenditures	2026 Approved Budget	2027 Proposed Budget	Budget Difference	
01	Salaries-Full Time	16,302,717.84	18,145,731.89	17,082,190.94	19,318,943.00	19,753,286.00	434,343.00	
02	Salaries-Part Time	105,937.25	125,000.00	110,088.09	125,000.00	160,000.00	35,000.00	
03	Salaries-Overtime	517,186.99	491,762.00	531,188.07	491,762.00	491,762.00	-	
Total Salaries		16,925,842.08	18,762,493.89	17,723,467.10	19,935,705.00	20,405,048.00	469,343.00	
36	Kansas Police & Fire	2,303,931.55	2,693,538.00	2,601,330.06	2,782,081.00	2,946,727.00	164,646.00	
37	KPERS	721,910.63	842,704.21	798,075.67	890,865.00	881,545.00	(9,320.00)	
38	Social Security	661,848.30	749,097.43	704,238.72	812,427.00	826,148.00	13,721.00	
39	Health Insurance	1,840,000.00	1,650,000.00	1,853,113.49	1,772,296.00	1,772,296.00	-	
40	Workers Comp Insurance	88,291.82	374,105.00	131,935.95	373,189.00	325,000.00	(48,189.00)	
41	Unemployment Compensation	16,419.16	18,723.40	17,166.10	20,012.00	20,522.00	510.00	
Total Employee Benefits		5,632,401.46	6,328,168.04	6,105,859.99	6,650,870.00	6,772,238.00	121,368.00	
Total Personnel Costs		22,558,243.54	25,090,661.93	23,829,327.09	26,586,575.00	27,177,286.00	590,711.00	2.222%
04	Utilities	251,472.50	205,000.00	260,626.28	205,000.00	225,000.00	20,000.00	
05	Insurance	513,681.00	420,000.00	711,287.03	425,250.00	625,250.00	200,000.00	
06	Legal & Accounting	108,851.72	85,000.00	101,962.31	85,000.00	85,000.00	-	
07	Training & Travel	138,842.23	108,000.00	110,356.09	113,500.00	113,500.00	-	
08	Postage	8,564.37	7,400.00	6,285.03	7,400.00	7,400.00	-	
09	Printing	6,546.60	7,500.00	11,100.99	7,500.00	6,000.00	(1,500.00)	
10	Rentals-Maintenance Agreements	59,373.36	60,000.00	57,297.29	60,000.00	60,000.00	-	
11	Building & Grounds	44,806.09	30,000.00	25,120.13	30,000.00	30,000.00	-	
12	Equipment Repair & Maintenance	25,319.33	60,000.00	27,043.41	40,000.00	30,000.00	(10,000.00)	
13	Vehicle Maintenance	129,090.68	100,000.00	169,751.60	127,500.00	137,500.00	10,000.00	
14	Telephone Service	75,118.35	62,000.00	77,742.91	62,000.00	62,000.00	-	
16	Medical Fees	13,202.89	15,000.00	28,834.00	15,000.00	15,000.00	-	
19	Contractual services-Computer	813,429.45	763,800.00	888,247.27	783,857.00	828,857.00	45,000.00	
20	Other Contractual Services	481,788.72	277,080.00	521,606.47	294,830.00	212,596.00	(82,234.00)	
Total Contractual Services		2,670,087.29	2,200,780.00	2,997,260.81	2,256,837.00	2,438,103.00	181,266.00	
17	Prisoner Food & Care	405,398.38	345,000.00	393,150.86	345,000.00	385,000.00	40,000.00	
21	Community Services/Recruiting	11,518.93	12,000.00	646.86	7,000.00	4,000.00	(3,000.00)	
22	Books, Papers, Memberships	9,272.95	10,000.00	14,924.99	10,650.00	10,650.00	-	
23	Uniforms & Accessories	89,484.53	40,000.00	64,199.02	43,150.00	43,150.00	-	
25	Maintenance Supplies	15,802.54	19,500.00	12,827.43	19,500.00	19,500.00	-	
26	Fuel & Lubrication	239,344.75	203,000.00	219,875.53	214,000.00	214,000.00	-	
27	Vehicle Tires	20,396.13	17,000.00	16,178.74	17,000.00	17,000.00	-	
28	Office Supplies	38,340.52	24,000.00	14,005.51	24,500.00	24,500.00	-	
29	Replenishment Supplies	52,441.57	45,000.00	69,474.23	47,300.00	47,300.00	-	
Total Commodities		882,000.30	715,500.00	805,283.17	728,100.00	765,100.00	37,000.00	
30	Communications Equipment	622.59	10,000.00	(1,993.72)	10,000.00	5,000.00	(5,000.00)	
31	Guns & Crime Equipment	17,839.71	60,000.00	32,526.12	60,000.00	60,000.00	-	
32	Furniture	9,420.14	10,000.00	5,880.17	10,000.00	10,000.00	-	
33	Equipment	314,076.35	400,000.00	361,400.12	365,200.00	265,200.00	(100,000.00)	
34	Vehicles and Equipment	264,474.54	295,000.00	356,177.75	321,250.00	261,250.00	(60,000.00)	
35A	Reserves & Contingencies	-	-	-	-	100,000.00	100,000.00	
Total Capital Outlay		606,433.33	775,000.00	753,990.44	766,450.00	701,450.00	(65,000.00)	
Total Non-Personnel Costs		4,158,520.92	3,691,280.00	4,556,534.42	3,751,387.00	3,904,653.00	153,266.00	4.086%
Total		26,716,764.46	28,781,941.93	28,385,861.51	30,337,962.00	31,081,939.00	743,977.00	2.452%
				Carry Over	(249,500.00)	(427,000.00)		
					30,088,462.00	30,654,939.00		1.883%

printed 4/13/2026

**Riley County Police Department
NOTICE OF BUDGET HEARING**

First published in the Manhattan Mercury on June 4, 2026.

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Kathryn Focke
Chair

Barry Wilkerson
Secretary

In accordance with K.S.A. 19-4401 *et seq*, K.S.A. 19-4443, as amended, and K.S.A. 79-2929, as amended:

The Riley County Law Enforcement Agency submits the following budget requirements to the governmental units concerned and asks that the funds shown as needed be provided for 2027.

The total of the estimated budget is \$31,081,939.00, which is within the 110% spending lid imposed by K.S.A. 19-4443, as amended in 1981.

This proposal for the 2027 budget for the Riley County Police Department reflects the following significant issues/factors:

- Step increases for eligible personnel
- 1.5% cost of living increase
- Prisoner Food & Care Increase

The division of the request to the governmental units is provided for in K.S.A. 19-4443 (d) as amended in 1997. The City of Manhattan shall levy a tax at a mill rate sufficient to fund 80% of the budget of the law enforcement agency and department and the County shall levy a tax at a mill rate sufficient to fund 20% of the budget of the law enforcement agency and department.

Expenditure Detail

	2026 Budget	2027 Requested
Personnel	\$19,935,705.00	\$20,405,048.00
Benefits	\$6,650,870.00	\$6,772,238.00
Non-Personnel	\$3,751,387.00	\$3,904,653.00
Total Expenditures	\$30,337,962.00	\$31,081,939.00

Distribution of Budget Request

	2026	2027
City of Manhattan	\$24,070,769.60	\$24,523,951.20
Riley County	\$6,017,692.40	\$6,130,987.80
Carry Over/Copy Fees	\$249,500.00	\$427,000.00
Total	\$30,337,962.00	\$31,081,939.00

Revenue Neutral Rate

The Revenue Neutral Rate was not available from _____ the Riley County Clerk at the time of this publication.

Special Emergency Reserve Fund

K.S.A. 19-4443 (b), as amended in 1997, established a special accruing emergency reserve fund not to exceed 15% of [the] annual budget.

December 31, 2024 Balance	\$750,000
Proposed 2026 Balance	\$750,000

IT Reserve Fund

December 31, 2025 Balance:	\$765,345
Proposed 2026 Increases	+\$100,000
Estimated 2026 EOY	\$865,345

Personnel
 0.0% COLA
 Remove Disp Super
 Add Disp

Riley County Police Department Proposed 2027 Budget Draft 3

Non Personnel
 Prisoner Food

Acct	Description	2024 Actual Expenditures	2025 Approved Budget	2025 Actual Expenditures	2026 Approved Budget	2027 Proposed Budget	Budget Difference	
01	Salaries-Full Time	16,302,717.84	18,145,731.89	17,082,190.94	19,318,943.00	19,463,581.00	144,638.00	
02	Salaries-Part Time	105,937.25	125,000.00	110,088.09	125,000.00	160,000.00	35,000.00	
03	Salaries-Overtime	517,186.99	491,762.00	531,188.07	491,762.00	491,762.00	-	
Total Salaries		16,925,842.08	18,762,493.89	17,723,467.10	19,935,705.00	20,115,343.00	179,638.00	
36	Kansas Police & Fire	2,303,931.55	2,693,538.00	2,601,330.06	2,782,081.00	2,906,518.00	124,437.00	
37	KPERS	721,910.63	842,704.21	798,075.67	890,865.00	869,053.00	(21,812.00)	
38	Social Security	661,848.30	749,097.43	704,238.72	812,427.00	814,616.00	2,189.00	
39	Health Insurance	1,840,000.00	1,650,000.00	1,853,113.49	1,772,296.00	1,772,296.00	-	
40	Workers Comp Insurance	88,291.82	374,105.00	131,935.95	373,189.00	325,000.00	(48,189.00)	
41	Unemployment Compensation	16,419.16	18,723.40	17,166.10	20,012.00	20,238.00	226.00	
Total Employee Benefits		5,632,401.46	6,328,168.04	6,105,859.99	6,650,870.00	6,707,721.00	56,851.00	
Total Personnel Costs		22,558,243.54	25,090,661.93	23,829,327.09	26,586,575.00	26,823,064.00	236,489.00	0.890%
04	Utilities	251,472.50	205,000.00	260,626.28	205,000.00	225,000.00	20,000.00	
05	Insurance	513,681.00	420,000.00	711,287.03	425,250.00	625,250.00	200,000.00	
06	Legal & Accounting	108,851.72	85,000.00	101,962.31	85,000.00	85,000.00	-	
07	Training & Travel	138,842.23	108,000.00	110,356.09	113,500.00	113,500.00	-	
08	Postage	8,564.37	7,400.00	6,285.03	7,400.00	7,400.00	-	
09	Printing	6,546.60	7,500.00	11,100.99	7,500.00	6,000.00	(1,500.00)	
10	Rentals-Maintenance Agreements	59,373.36	60,000.00	57,297.29	60,000.00	60,000.00	-	
11	Building & Grounds	44,806.09	30,000.00	25,120.13	30,000.00	30,000.00	-	
12	Equipment Repair & Maintenance	25,319.33	60,000.00	27,043.41	40,000.00	30,000.00	(10,000.00)	
13	Vehicle Maintenance	129,090.68	100,000.00	169,751.60	127,500.00	137,500.00	10,000.00	
14	Telephone Service	75,118.35	62,000.00	77,742.91	62,000.00	62,000.00	-	
16	Medical Fees	13,202.89	15,000.00	28,834.00	15,000.00	15,000.00	-	
19	Contractual services-Computer	813,429.45	763,800.00	888,247.27	783,857.00	828,857.00	45,000.00	
20	Other Contractual Services	481,788.72	277,080.00	521,606.47	294,830.00	212,596.00	(82,234.00)	
Total Contractual Services		2,670,087.29	2,200,780.00	2,997,260.81	2,256,837.00	2,438,103.00	181,266.00	
17	Prisoner Food & Care	405,398.38	345,000.00	393,150.86	345,000.00	385,000.00	40,000.00	
21	Community Services/Recruiting	11,518.93	12,000.00	646.86	7,000.00	4,000.00	(3,000.00)	
22	Books, Papers, Memberships	9,272.95	10,000.00	14,924.99	10,650.00	10,650.00	-	
23	Uniforms & Accessories	89,484.53	40,000.00	64,199.02	43,150.00	43,150.00	-	
25	Maintenance Supplies	15,802.54	19,500.00	12,827.43	19,500.00	19,500.00	-	
26	Fuel & Lubrication	239,344.75	203,000.00	219,875.53	214,000.00	214,000.00	-	
27	Vehicle Tires	20,396.13	17,000.00	16,178.74	17,000.00	17,000.00	-	
28	Office Supplies	38,340.52	24,000.00	14,005.51	24,500.00	24,500.00	-	
29	Replenishment Supplies	52,441.57	45,000.00	69,474.23	47,300.00	47,300.00	-	
Total Commodities		882,000.30	715,500.00	805,283.17	728,100.00	765,100.00	37,000.00	
30	Communications Equipment	622.59	10,000.00	(1,993.72)	10,000.00	5,000.00	(5,000.00)	
31	Guns & Crime Equipment	17,839.71	60,000.00	32,526.12	60,000.00	60,000.00	-	
32	Furniture	9,420.14	10,000.00	5,880.17	10,000.00	10,000.00	-	
33	Equipment	314,076.35	400,000.00	361,400.12	365,200.00	265,200.00	(100,000.00)	
34	Vehicles and Equipment	264,474.54	295,000.00	356,177.75	321,250.00	261,250.00	(60,000.00)	
35A	Reserves & Contingencies	-	-	-	-	100,000.00	100,000.00	
Total Capital Outlay		606,433.33	775,000.00	753,990.44	766,450.00	701,450.00	(65,000.00)	
Total Non-Personnel Costs		4,158,520.92	3,691,280.00	4,556,534.42	3,751,387.00	3,904,653.00	153,266.00	4.086%
Total		26,716,764.46	28,781,941.93	28,385,861.51	30,337,962.00	30,727,717.00	389,755.00	1.285%
				Carry Over	(249,500.00)	(427,000.00)		
					30,088,462.00	30,300,717.00		0.705%

printed 4/13/2026

**Riley County Police Department
NOTICE OF BUDGET HEARING**

First published in the Manhattan Mercury on June 4, 2026.

In compliance with the provisions of K.S.A. 79-2929, public notice is hereby given that the governing body of the Riley County Police Department will meet on June 15, 2026 at 12:00 noon in the Manhattan City Commission Room, 1101 Poyntz Avenue, Manhattan, Kansas, for the purpose of hearing objections and answering questions of taxpayers relating to the following budget, for the proposed tax levy, and considering amendments relating thereto.

Kathryn Focke
Chair

Barry Wilkerson
Secretary

In accordance with K.S.A. 19-4401 *et seq*, K.S.A. 19-4443, as amended, and K.S.A. 79-2929, as amended:

The Riley County Law Enforcement Agency submits the following budget requirements to the governmental units concerned and asks that the funds shown as needed be provided for 2027.

The total of the estimated budget is \$30,727,717, which is within the 110% spending lid imposed by K.S.A. 19-4443, as amended in 1981.

This proposal for the 2027 budget for the Riley County Police Department reflects the following significant issues/factors:

- Step increases for eligible personnel
- Prisoner Food & Care Increase

The division of the request to the governmental units is provided for in K.S.A. 19-4443 (d) as amended in 1997. The City of Manhattan shall levy a tax at a mill rate sufficient to fund 80% of the budget of the law enforcement agency and department and the County shall levy a tax at a mill rate sufficient to fund 20% of the budget of the law enforcement agency and department.

Expenditure Detail

	2026 Budget	2027 Requested
Personnel	\$19,935,705.00	\$20,115,343.00
Benefits	\$6,650,870.00	\$6,707,721.00
Non-Personnel	\$3,751,387.00	\$3,904,653.00
Total Expenditures	\$30,337,962.00	\$30,727,717.00

Distribution of Budget Request

	2026	2027
City of Manhattan	\$24,070,769.60	\$24,240,573.60
Riley County	\$6,017,692.40	\$6,060,143.40
Carry Over/Copy Fees	\$249,500.00	\$427,000.00
Total	\$30,337,962.00	\$30,727,717.00

Revenue Neutral Rate

The Revenue Neutral Rate was not available from _____ the Riley County Clerk at the time of this publication.

Special Emergency Reserve Fund

K.S.A. 19-4443 (b), as amended in 1997, established a special accruing emergency reserve fund not to exceed 15% of [the] annual budget.

December 31, 2024 Balance	\$750,000
Proposed 2026 Balance	\$750,000

IT Reserve Fund

December 31, 2025 Balance:	\$765,345
Proposed 2026 Increases	+\$100,000
Estimated 2026 EOY	\$865,345

Citizen Compliment

The Riley County Police Department strives to reduce crime and improve the quality of life for the citizens we serve.

Citizens often have positive interactions with members of our department and the Director welcomes hearing from citizens about these experiences.

Please provide all requested information so we may contact you if additional details are needed.

Contact Information

Name	Ashley
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State	KS
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Incident Information

Date of Incident	4/30/2026
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Case Number (if Applicable)	
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Employee's Name	Officer Coffey #78
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Comments	I called RCPD to assist someone in crisis, and Officer Coffey came to follow up on the report. He was patient and kind through the whole process. He honored her feelings while offering guidance and concrete next steps to help ensure the safety of her family. The reporter was hesitant to call RCPD due to fear of being judged, but later said that she felt heard by Officer Coffey. I admired his care and patience, and his knowledge helped guide everyone through a tricky situation. Thank you, Officer Coffey!
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Please provide all requested information so we may contact you if additional details are needed.

Contact Information

Name	Jessica
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State	KS
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Incident Information

Date of Incident	5/5/2026
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Case Number (if Applicable)	<i>Field not completed.</i>
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Employee's Name	<i>Unknown.</i> Updated: Animal Control Officers Kourtney Brodosi & Sydney Tracy
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Comments	I didn't catch either ladies name (Animal Control officers) when they came to our house, I was a bit stressed, but I owe them BIG TIME for saving my cat from behind the hot water tank!! YOU LADIES ARE AMAZING, THANK YOU THANK YOU THANK YOU!!!
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Contact Information

Name	William
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State	KS
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Incident Information

Date of Incident	5/11/2026
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Case Number (if Applicable)	<i>Field not completed.</i>
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Employee's Name	<i>Field not completed.</i> Updated: Officer Michael Wagenblast
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Comments	To the officer I came across at 82 JCT between 77 and 24 headed south on US77. Thank you for utilizing your scene lighting to make our travels presumed for you, home, a lot safer. Warning me a good distance ahead via brake taps of hazards you spotted. I am a power plant operator in Clay Center working 3 week rotations into evenings and nights shifts. I see a ton of deer around Milford Lake and along my route to and from work. I even hit one back in December. From one public servant to another, thank you for all that you do, and may this message be received by your superiors for a commendation for going above and beyond the call. Even when presumably off duty and headed home!
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