



**Board of Riley County
Commissioners
Regular Meeting
Minutes
June 15, 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

Attendee Name	Title	Status	Arrived
Kathryn Focke	County Commissioner	Present	8:30 AM
John Ford	County Commissioner	Present	8:30 AM
Greg McKinley	County Commissioner	Present	8:30 AM
Rich Vargo	County Clerk	Present	8:30 AM
Jacob Hansen	County Counselor	Present	8:30 AM
Brittany Phillips	Budget and Finance Officer	Present	8:30 AM
Anna Burson	Appraiser	Present	8:30 AM
Michele Reid	Human Resources Manager	Present	8:30 AM
Gary Olds		Present	8:30 AM
Rob Voelker		Present	8:36 AM
Manny Coya	Amazon	Present	8:40 AM
Joshua Gering	Assistant EMS/Ambulance Director	Present	9:00 AM
Michael Hawthorne	Assistant County Counselor	Present	9:25 AM

Pledge of Allegiance
Public Comment

Olds discussed the Board considering the county administrator position and in his research in the forms of government and asked if they are going to the manager style of government.

Olds stated there is a significant increase in assessed valuation due to TIF #5 ending. He asked for tax relief due to the increase in valuation and revenue generated.

Hansen stated we are not changing the style of government to the manager style of

government. He said the Board is not giving the county administrator their statutory authority.

Phillips reminded the Board RNR has to be certified by July 20, 2026. She said Focke is going to be gone July 16th and 20th so RNR will need to be done by July 13, 2026.

Commission Comments

Ford's Comments:

Thursday afternoon I had a video appointment with my general physician to go through some lab and test results and listen to what the specialist had indicated. No real prognosis just yet, still have a few tests to run, but feeling confident it is correctable whatever it may be. I will be taking some time off work till we know for sure and have path forward.

Friday morning, I came down to the office and got some important work done to get out and ahead of a few things. Time well spent to be honest.

Also Friday morning I met with Riley County Counselor Jacob Hansen to discuss a few ongoing projects and issues facing the county currently. Had a good conversation and got a lot of my concerns addressed and out of the way.

Konza United Way also had their Community Investment Day out at Rockin K's. It's an all-day event where their community partners come in to give presentations based off of need. I was slated to attend but I woke up Friday morning not feeling well so I decided to sit this year out. Heard it went very well as usual and look forward to catching up on the presentations given.

Friday afternoon I met with Trent Armbrust and members of the K-State Foundation to discuss the K-State Edge District 2.0 and the Champions Gate project which as we were aware include both a STAR bond and a Tax Increment Finance District as well. Had a good dialog on what the project is and how they got to the point they got to in order to move it forward. I do believe the City of Manhattan will be voting on district boundaries during tomorrow's meeting.

Had another bout of severe weather on Saturday. Glad to see no major damage or injuries took place. It was a tricky storm in how it formed, developed, and pushed through the area. Sounds like there's a chance for more later in the week as well.

The rest of the weekend I spent at home resting as I need too. Started going through and watching some movies out of my DVD collection something I haven't done in a while to be honest.

McKinley's Comments:

Friday afternoon I met with Jason Smith to go over the Chamber of Commerce budget request and other Chamber business.

The rest of the weekend was spent reviewing today's meeting, the Law Board meeting, and the investigation report.

Focke's Comments:

Friday morning I came down to the office to do some organizing and got rid of a drawer-full of old paperwork. Will re-do files as needed going forward. I still have a lot to go through - it's an ongoing project. I then went upstairs to the Counselor's office to pick up a notebook of information. I also had Michael Hawthorne join me in a call to a constituent in Keats regarding the wastewater program (returning the person's call) and his environmental concerns with the project. Michael will do some investigating when he gets time.

Saturday, I did some major housecleaning, including the porch, which I hosed out and then sprayed for insects. We had a lot of rain later that evening, so had to re-spray the porch on Sunday.

Sunday, I went to the Flag Day Observance at the Peace Memorial Auditorium at City Hall. The observance was held outside and included music by the 1st Infantry Division Band, the Flag Raising Ceremony with the Boy Scout Troup 74, and Scott Freeby, Bugler, playing Reveille, To the Colors and Taps. Later, I reviewed today's agenda and documents and the Law Board packet for their meeting this afternoon.

Business Meeting**1. Tax Roll Corrections**

Move to approve Tax Roll Corrections.

RESULT:	Passed
MOVER:	Commissioner Greg McKinley
SECONDER:	Commissioner John Ford
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

2. Riley County Employee Action Form

Move to approve the requested Riley County Employee Action Form.

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

The Board of County Commissioners signed a Riley County Employee Action Form for Camber Branstetter, a new hire, as a Public Health Nurse, in the Health Department, at a Range 18.

Review Minutes**3. Board of Riley County Commissioners - Regular Meeting - Jun 11, 2026 8:30 AM**

Move to approve the minutes of June 11, 2026 as presented.

RESULT:	Passed
MOVER:	Commissioner Greg McKinley
SECONDER:	Commissioner John Ford
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

Review Tentative Agenda

4. Tentative Agenda

Press Conference Topics**9:00 AM****Brittany Phillips, Budget and Finance Officer**

5. Amazon Business Account Proposal

Phillips presented the Amazon Business Account proposal.

Coya presented information on the Amazon Business Account proposal.

Move to approve establishing the master Riley County Amazon Business account.

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

9:15 AM**David Adams, Emergency Services Director**

6. Staff Update

Gering presented the EMS/Ambulance staff update.

9:30 AM**Press Conference****9:35 AM****Amanda Webb, Planning/Special Projects Director**

7. Tax Increment Financing District Consultant Assistance Proposal

Webb presented the tax increment financing district consultant assistance proposal.

McKinley said he made this request after his discussion with Trent Armbrust.

9:50 AM**Jacob Hansen, County Counselor**

8. Administrative Work Session

Hansen discussed the proposed TIF District.

9. Staff Update

Adjournment

9:55 a.m. Move to adjourn.

RESULT:	Passed
MOVER:	Commissioner John Ford
SECONDER:	Commissioner Greg McKinley
AYES:	Greg McKinley, Kathryn Focke, John Ford
NAYS:	None

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

10. Law Board Meeting Agenda