

**RILEY COUNTY LAW ENFORCEMENT AGENCY
LAW BOARD MEETING
City Commission Meeting Room
1101 Poyntz Ave.
Manhattan, KS
November 18, 2019 12:00 p.m.
Agenda**

I. ESTABLISH QUORUM

II. PLEDGE OF ALLEGIANCE- Director Butler

III. CONSENT AGENDA

[Items on the Consent Agenda are those of a routine and housekeeping nature or those items which have previously been reviewed by the Law Board. A Law Board member may request an item be moved to the end of the General Agenda.]

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|-------------|----|--|
| Pages 4-12 | A. | Approve October 21, 2019 Law Board Meeting Minutes |
| Pages 13-27 | B. | Approve 2019 Expenditures/Credits |
| Pages 28-29 | C. | Juvenile Transport Reimbursement |
| Pages 30-31 | D. | County Inmate Medical, Facilities, Maintenance & Repairs Expenditures- <i>(Review)</i> |
| Page 32 | E. | Riley County Jail Average Daily Inmate Population- <i>(Review)</i> |
| Page 33 | F. | 3 rd Quarter Reports: Synopsis- <i>(Review)</i> |
| Pages 34-38 | a) | 82.1.4 Crime Statistics- Captain Freidline |
| Pages 39-47 | b) | 61.1.1 Traffic Accident & Enforcement Analysis- Captain Fink |
| Pages 48-49 | c) | 84.1.8 Seizure & Forfeiture Report- Captain Hegarty |
| Pages 50-63 | G. | Monthly Crime Report- <i>(Review)</i> |

IV. GENERAL AGENDA

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|-------------|----|---|
| | H. | Additions or Deletions |
| | I. | Public Comment |
| | J. | Fraternal Order of Police Lodge #17 Comments |
| | K. | Board Member Comments |
| | L. | RCPD Firearms Range Planning & Operational Costs Update- Captain Kyle- <i>(Discussion)</i> |
| | M. | 2019 CALEA On-Site- December 9-12, 2019- Director Butler- <i>(Discussion)</i> |
| Pages 64-73 | N. | Kansas State University Police Department Concurrent Jurisdiction Memorandum of Agreement- Captain Fink- <i>(Vote Required)</i> |
| Pages 74-80 | O. | Approval of Special Order 2019-021 Peer Support Program- Captain Fink - <i>(Vote Required)</i> |
| Page 81 | P. | International Association of Chiefs of Police One Mind Campaign- Captain Fink- <i>(Discussion)</i> |
| Pages 82-84 | Q. | End of Year Expenditures- Captain Kyle – <i>(Discussion)</i> |
| | R. | Executive Session- <i>(Vote Required)</i> |
| | a) | Non-Elected Personnel Matters |
| | b) | Attorney Client Privilege |
| | S. | Adjournment |

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 Nichole Glessner at (785) 537-2112, ext. 2468, for assistance.

Reminder: Riley County Law Enforcement Agency Meetings are now televised live on cable Channel 3 and live-streamed at <https://www.facebook.com/RileyCountyPD> and <https://boxcast.tv/channel/uit4-pviaoueycatomj5>. The public may also view past meetings at <http://www.rileycountypolice.org/about-us/law-board-0>.



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, November 18, 2019
12:00 p.m.**

**City Commission Chambers
1101 Poyntz Avenue
Manhattan, Kansas**

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

Financial Report Summary for January – October 2019

Overall Status of the 2019 Budget

We are 83.33% into the 2019 Budget Year and have expended 78.88%.

- 78.09% Personnel
- 83.84% Non-Personnel

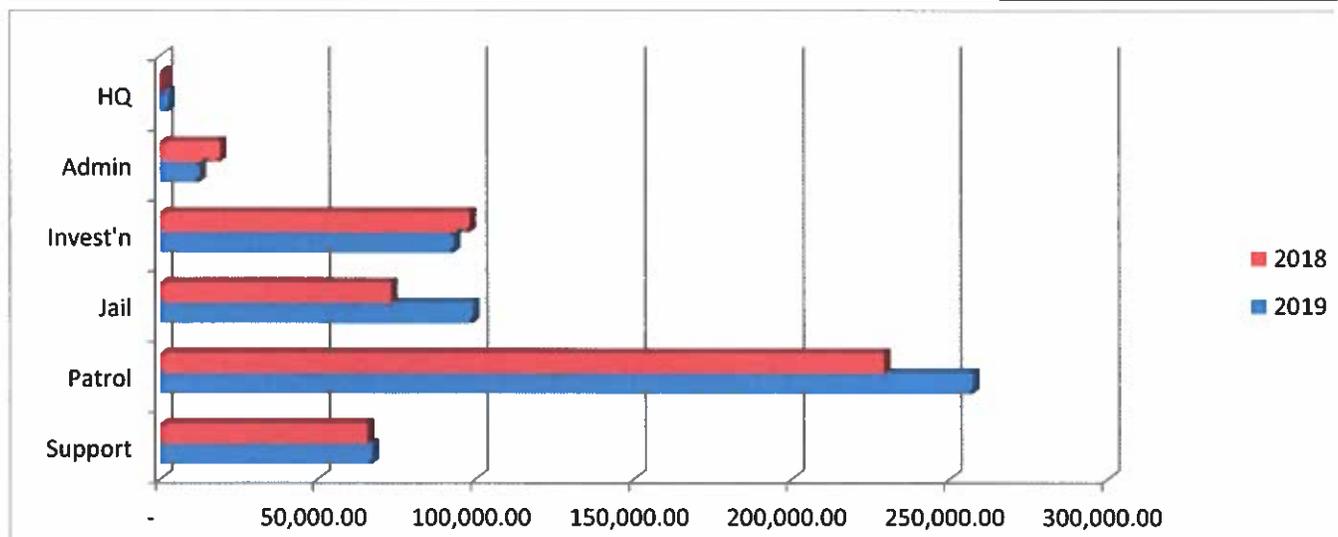
We have \$956,735 until we reach the 83.33% of our budget.

At this time last year we had consumed 80.84% of our budget and had 515,480 until we reached 83.33% of our budget.

Under Budgeted Accounts

- | | |
|--|------------------------|
| • Account 3 – Salaries – Overtime | Over: \$184,975 53.38% |
| • Account 5 – Insurance | Over: \$97,989 36.70% |
| • Account 6 – Legal & Accounting | Over: \$28,282 62.85% |
| • Account 7 – Training & Travel | Over: \$15,371 17.08% |
| • Account 11 – Building & Grounds | Over: \$11,068 36.89% |
| • Account 21 – Community Services | Over: \$3,666 61.09% |
| • Account 22 – Books, Subscriptions, Memberships | Over: \$1,159 11.59% |
| • Account 31 – Guns & Crime Equipment | Over: \$3,744 6.24% |

Overtime Usage by Division (January – October)



Division	2019	2018	% +/-
Headquarters	2,473.80	1,313.12	46.9%
Administration	12,264.47	18,859.11	-53.8%
Investigations	93,128.38	98,092.49	-5.3%
Jail	99,122.32	73,134.55	26.2%
Patrol	257,353.39	229,184.98	10.9%
Support	67,132.50	65,509.88	2.4%

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

October 31, 2019		Budget	Current Actual	Actual-YTD	% to date	Last YTD	Remaining	% Balance
		Authorization	October	10 Months	83.33%	Actual	2 Months	16.67%
01	Salaries-Full Time	12,811,811.00	998,716.25	10,028,876.93	78.28%	10,210,255.97	2,782,934.07	21.72%
02	Salaries-Part Time	125,000.00	9,906.18	86,937.94	69.55%	77,662.92	38,062.06	30.45%
03	Salaries-Overtime	346,500.00	63,194.09	531,474.86	153.38%	490,094.13	-184,974.86	-53.38%
TOTAL SALARIES		13,283,311.00	1,071,816.52	10,647,289.73	80.16%	10,778,013.02	2,638,021.27	19.84%
36	Kansas Police & Fire	1,803,477.00	140,152.81	1,479,681.91	82.05%	1,326,939.26	323,795.09	17.95%
37	KPERS	550,315.00	41,751.64	412,187.18	74.90%	399,299.63	138,127.82	25.10%
38	Social Security	533,366.00	40,838.17	403,253.78	75.61%	408,590.57	130,112.22	24.39%
39	Health Insurance	1,850,000.00	120,000.00	1,200,000.00	64.86%	1,202,043.46	650,000.00	35.14%
40	Workers Compensation Insurance	295,000.00	19,133.53	160,943.13	54.56%	158,744.72	134,056.87	45.44%
41	Unemployment Compensation	13,283.00	1,027.75	10,212.45	76.88%	10,324.70	3,070.55	23.12%
TOTAL EMPLOYEE BENEFITS		5,045,441.00	362,903.90	3,686,278.45	72.67%	3,505,942.34	1,379,182.55	27.33%
TOTAL PERSONNEL COSTS		18,328,752.00	1,434,720.42	14,313,568.18	78.09%	14,283,955.36	4,015,183.82	21.91%
04	Utilities	205,000.00	17,605.57	153,728.17	74.99%	163,139.37	51,271.83	25.01%
05	Insurance	267,000.00	0.00	364,989.00	136.70%	66,000.00	-97,989.00	-36.70%
06	Legal & Accounting	45,000.00	8,407.72	73,282.15	162.85%	92,118.09	-28,282.15	-62.85%
07	Training & Travel	90,000.00	10,189.91	105,371.20	117.08%	94,504.22	-15,371.20	-17.08%
08	Postage	7,400.00	0.00	4,535.16	61.29%	8,143.63	2,864.84	38.71%
09	Printing	7,500.00	0.00	3,234.33	43.12%	3,589.40	4,265.67	56.88%
10	Rentals-Maint Agreements	60,000.00	4,860.30	49,324.64	82.21%	48,487.05	10,675.36	17.79%
11	Building & Grounds	30,000.00	1,085.17	41,068.06	136.89%	62,431.62	-11,068.06	-36.89%
12	Equipment Repair & Maintenance	85,000.00	4,303.98	83,435.72	98.16%	77,759.51	1,564.28	1.84%
13	Vehicle Maintenance	90,000.00	1,158.15	41,486.61	46.10%	78,188.81	48,513.39	53.90%
14	Telephone Service	89,500.00	5,628.76	52,746.97	58.94%	48,776.84	36,753.03	41.06%
16	Medical Fees	15,000.00	1,633.05	14,325.05	95.50%	14,867.00	674.95	4.50%
19	Contractual Services-Computers	602,500.00	61,007.59	504,447.72	83.73%	465,471.34	98,052.28	16.27%
20	Other Contractual Services	374,000.00	32,798.08	336,964.55	90.10%	351,344.53	37,035.45	9.90%
TOTAL CONTRACTUAL SERVICES		1,967,900.00	148,678.28	1,828,939.33	92.94%	1,574,821.41	138,960.67	7.06%
17	Prisoner Food & Care	195,000.00	24,224.61	152,898.30	78.41%	157,092.79	42,101.70	21.59%
21	Community Services	6,000.00	961.78	9,665.57	161.09%	3,687.00	-3,665.57	-61.09%
22	Books, Subscriptions, Memberships	10,000.00	2,362.00	11,159.05	111.59%	7,741.39	-1,159.05	-11.59%
23	Uniforms & Accessories	40,000.00	5,016.53	34,116.59	85.29%	35,995.37	5,883.41	14.71%
25	Maintenance Supplies	31,000.00	1,914.67	24,895.03	80.31%	17,867.65	6,104.97	19.69%
26	Fuel & Lubrication	163,000.00	18,224.32	138,038.85	84.69%	140,188.71	24,961.15	15.31%
27	Vehicle Tires	17,000.00	1,937.04	10,750.55	63.24%	8,681.65	6,249.45	36.76%
28	Office Supplies	24,000.00	2,398.73	17,847.34	74.36%	37,197.65	6,152.66	25.64%
29	Replenishment Supplies	45,000.00	6,886.46	39,953.31	88.79%	38,878.65	5,046.69	11.21%
TOTAL COMMODITIES		531,000.00	63,926.14	439,324.59	82.74%	447,330.86	91,675.41	17.26%
30	Communications Equipment	20,000.00	0.00	3,636.90	18.18%	6,658.33	16,363.10	81.82%
31	Guns & Crime Equipment	60,000.00	9,148.07	63,744.45	106.24%	-89,015.78	-3,744.45	-6.24%
32	Furniture	15,000.00	0.00	13,456.80	89.71%	17,396.43	1,543.20	10.29%
33	Office Equipment	307,000.00	4,108.99	124,435.09	40.53%	354,506.69	182,564.91	59.47%
34	Vehicles and Equipment	270,000.00	0.00	171,136.81	63.38%	109,806.17	98,863.19	36.62%
TOTAL CAPITAL OUTLAY		672,000.00	13,257.06	376,410.05	56.01%	399,351.84	295,589.95	43.99%
TOTAL NON-PERSONNEL COSTS		3,170,900.00	225,861.48	2,644,673.97	83.40%	2,421,504.11	526,226.03	16.60%
TOTAL EXPENDITURES		21,499,652.00	1,660,581.90	16,958,242.15	78.88%	16,705,459.47	4,541,409.85	21.12%

H. Public Comment: None.

I. Fraternal Order of Police Lodge #17 Comments: Brian Johnson, President, Fraternal Order of Police (FOP) Lodge #17, informed the board that the FOP will once again sponsor the “Hair for the Holidays” event. With approval from Director Butler, sworn and non-sworn personnel will be allowed to forgo shaving for the month of November in exchange for a \$100.00 donation to the Cops N’ Kids program which supports lower income families in Manhattan and Riley County. Each December, employees of the police department take underprivileged children, who would not otherwise be able to afford holiday presents, shopping. Traditionally, the FOP has raised roughly \$7,000 through the program, benefitting approximately seventy children in the community. The FOP is grateful that Director Butler has permitted employees to participate in the program for another year and they are happy to provide the service to the community.

Johnson commented on General Agenda item S. Approval of Special Order 2019-025 Conducting Sexual Assault Investigations. He stated that the FOP is in support of the proposed policy which addresses protocols for conducting sexual assault investigations. The new policy is a victim-centered approach that will enable officers and detectives of the police department to take better care of the sexual assault victims in the community.

J. Board Member Comments: Morse informed the public that on October 15, 2019, Michael Dodson, Mayor of the City of Manhattan, signed a proclamation recognizing October as Domestic Violence Awareness Month, addressing the widespread and preventable problem of domestic violence, and acknowledging the hard work, dedication, and kindness of the individuals that provide assistance and services to victims of domestic violence.

Morse stated that in 2017, Kansas law enforcement agencies reported 22,708 domestic violence incidents and 11,356 domestic violence arrests, according to the Kansas Coalition Against Domestic Violence. She simply wanted the public to be aware of the problem.

Morse cited an article from the Topeka Capital-Journal, “Kansas officials vow to avoid another backlog of untested sexual assault kits.” She explained that there was an eight to ten year period in which Kansas government failed to follow through and analyze sexual assault kits in Topeka. There was a backlog of approximately 2,600 sexual assault kits that were not processed. Several years ago, the U.S. Department of Justice offered grant assistance with processing 2,000 kits and are expected to finish by November. Morse said that it is her hope that Kansas never experience a time when sexual assault kits aren’t being analyzed.

Morse said that in August, the RCPD pledged to join the “One Mind” campaign in an effort to continue improving police response to people affected by mental illness. She requested a report from RCPD staff on the various department programs, services, and training (e.g., Mental Health Co-Responder Program) that are in place to serve the community who struggle with mental health issues.

Director Butler elaborated on the comments made by Morse with respect to the backlog of sexual assault kits. Butler stated that while under previous employment, he was asked to serve on a working group to represent the Kansas Association of Chiefs of Police (KACP). Riley County Attorney Barry Wilkerson also served as a member of the working group representing the district attorneys. The group

was tasked with developing best practices and protocols for the collection and processing of DNA evidence in sexual assault cases. The group found no malicious neglect on anyone's part with respect to why the sexual assault kits were not submitted for testing. Issues identified pertained chiefly to lack of training and knowledge by the investigative agencies, and lack of testing capacity at the state labs which has been addressed. Policy has changed and all sexual assault kits are now sent to the lab within fourteen days.

Director Butler remarked that Kansas was the first to have 100% participation in the survey to determine the location of all untested sexual assault kits. Kansas has been recognized as a model for work on dealing with the sexual assault kit backlog.

Director Butler stated that model policies were developed and shared in electronic form with all Kansas law enforcement agencies. Approximately 1,300 professionals around the state were provided multidisciplinary training on best practices for sexual assault kits. In his estimation, much has been put into place to prevent another backlog from occurring.

Director Butler informed the board that the RCPD has pledged support of the "Yes This Room" campaign to raise awareness of sexual assault. The public awareness campaign was launched by the Kansas Bureau of Investigation after the Kansas Sexual Assault Kit Initiative concluded that lack of societal awareness was a factor that contributed to the accumulation of sexual assault kits that were not submitted across the state. He noted that the RCPD received grant funding to develop a social media campaign to help raise awareness. The department's public information officer will commence work on the campaign shortly which will include conversation guides to be released to the public.

Chairman Dodson announced that the Pawnee Mental Health Services Crisis Stabilization Center held a ribbon cutting ceremony Friday, October 18, 2019. The staff will spend two weeks training and preparing to open the facility on Monday, November 4, 2019.

K. Flint Hills Job Corps Recognition- Officer Joshua Berard Presented by Brenden Vens: Johnny Taylor, Center Director, Flint Hills Job Corps, publically recognized RCPD Officer Joshua Berard for his kind actions when responding to a shoplifting incident involving one of their students. The student, Brenden Vens, wanted pants for a job interview and did not have the financial means to make the purchase. Taylor said that Vens was not aware of the resources available to him and tried to take the pair of work pants from Walmart. Officer Berard responded to the incident and took it upon himself to personally purchase the pants for the young man. Vens thanked Officer Berard for his actions that day and presented him with a plaque on behalf of the Flint Hills Job Corps family.

Director Butler said there are many officers like Officer Berard who encounter situations like this every day and do not seek attention. Officer Berard was inspired to help the young man and didn't give his actions a second thought.

Officer Berard said that in the public eye, officers who do things like this are considered the "good officers." He wished to point out that there are a lot of officers who do exactly what they are supposed to every day, and that is what makes a good officer. There are officers who cannot always afford to buy a pair of pants for somebody at that exact moment, and they are still a good officer.

Officer Berard said that the most impactful part of the experience was being able to speak with Vens and explain that by being patient and using the resources available, one never knows what they may get by doing the right thing.

L. Extension of Current Local Disaster Declaration: Chairman Dodson informed the public that the Riley County Commission extended the declaration of local disaster emergency for Riley County, Kansas until November 22, 2019.

M. RCPD Operations in Pottawatomie County: Members of the Law Board and RCPD Command Staff discussed mutual law enforcement assistance between the RCPD and Pottawatomie County Sheriff's Office (PTSO). Since their respective jurisdictions border each other, and part of the City of Manhattan lies within the boundaries of Pottawatomie County, Kansas, where PTSO has law enforcement jurisdiction to enforce misdemeanor violations of Manhattan city ordinances, they regularly assist each other in various law enforcement functions including, but not limited to, enforcement activity, and joint investigations.

Rodriguez submitted that since the City of Manhattan and Riley County fund the RCPD budget (80/20 split respectively) county funds should not be expended for services in another county (i.e., Pottawatomie County).

Chairman Dodson commented that the issue is complicated by the fact that there are certain areas of Manhattan where law enforcement jurisdictional boundaries overlap with Pottawatomie County, such as the McCall Road corridor. This is not unusual in many large cities.

Chairman Dodson said that in previous conversations with Director Butler, it was explained that citizens would likely be displeased if they needed a police response and the RCPD had to wait for officers from PTSO to arrive because they could not respond as quickly. An informal arrangement was reached between the two agencies and it was determined that the RCPD would typically handle misdemeanor crimes, and if something more serious developed from the initial incident, or if it turned out to be a felony after the response, the case would be turned over to the PTSO.

Director Butler added that misdemeanor arrests or traffic infractions would be prosecuted in the municipal court or the district court depending on the issue. Felony arrests handled by the PTSO would be prosecuted in the Pottawatomie County Courts in Westmoreland.

Director Butler explained that there was an effort in 2012 to update the Memorandum of Understanding (MOU) concerning mutual law enforcement assistance with Pottawatomie County to address some of these concerns; however, it was never finalized by both parties. There will be an opportunity in the next year to discuss the MOU with Pottawatomie County again to see if it can be updated.

Director Butler said that the topic of reimbursement is really a political matter between the counties and City of Manhattan. Obviously, the RCPD will participate in any way that is deemed necessary in terms of providing data, or other figures that might help in those discussions. He referred back to the comments made by Chairman Dodson regarding citizen expectations. He stated that if a citizen is in distress, a lot of damage could be done to the reputation of law enforcement in general, not just the

RCPD, if the officer were to show up and take no action until Pottawatomie County could arrive. In some cases, the PTSO does not have officers available to respond. It is better for the RCPD to handle the call to the best of their ability instead of doing half of the investigation and turning it over, or doing nothing and walking away. In his opinion, that is unacceptable.

Chairman Dodson requested information on the number of people arrested by the RCPD in Pottawatomie County who were housed at the RCPD jail. The topic will be discussed at a future Joint City/County/County Meeting.

N. Amendment Adding Kansas State University as Party to Radio Communication System User Agreement: The Law Board discussed the memorandum authored by Clancy Holeman, Riley County Counselor, seeking approval to add Kansas State University as an additional party to the existing Radio Communication Systems User Agreement that was signed in January, 2018.

The project is Riley County's county-wide upgrade of the emergency radio communication system that will serve all emergency responders throughout Riley County and its Cities. Law Board approval (and subsequent signature by the City of Manhattan), will make Kansas State University subject to the same contractual promises already made in the Radio Communication System User Agreement by Riley County, Riley County Fire District #1, the City of Manhattan and the Law Board. Adding Kansas State University does not increase the contractual liabilities of the Law Board or of any other entity which has already signed.

Holeman stated that Kansas State University has agreed to provide a site on its property for a critical portion of the radio system's infrastructure. In return, the agreement extends Kansas State's deadline to purchase radios from one to three years after project completion. Additionally, Kansas State will be allowed to purchase its system radios from a vendor (or vendors) other than the vendor all current parties are using as long as they will operate appropriately on the completed system.

Wilkerson moved to authorize Chairman Dodson to sign the First Amendment Adding Kansas State University as a Party to the Radio Communication Systems User Agreement. Beardsley seconded the motion. Chairman Dodson polled the board and the motion passed with Wilkerson, Rodriguez, Stoney, Beardsley, Morse, Ward, and Dodson voting in favor, and no one voting against. The motion passed 7-0.

O. RCPD Firearms Range Planning Update: Captain Kyle briefed the board on progress made toward the development of the new shooting range. The Board of County Commissioners, County Staff and the RCPD met at the proposed site for the future firearms range and toured the location. They discussed in general terms the needs of the RCPD and what they hope to accomplish.

Captain Kyle explained that there will be a multiphase plan for the property. They intend to build the absolute minimum necessary to get an operational range moving forward by June 2020. Initial plans involve the installation of a 25-yard and 50-yard shooting range for officers, and a support building with classrooms. Captain Kyle stated that the department fully recognizes the financial pressure that a large scale project like this can represent to the county and taxpayers. In an attempt to offset the burden, they intend to build the range in phases. The department continues to work with TRS on the site design and development.

Beardsley sought information regarding anticipated operational costs for the new range compared to what has been historically expended at the existing range.

Director Butler stated that at this juncture, he does not anticipate a large increase in operational costs. Cost associated with the building and some site improvements are being borne by the county. There could be an increased cost related to utilities, but at this point he does not foresee a big change. He does not plan to add personnel to operate the range.

Morse said she would be interested in receiving general information on the various phases as it becomes available.

P. Special Traffic Enforcement Program Grant: Included in the Law Board packet for informational purposes was a letter of approval of the Riley County Police Department's application for the Special Traffic Enforcement Program (STEP) Grant from the Bureau of Transportation Safety and Technology, Kansas Department of Transportation. Director Butler informed the board that the grant will finance officer overtime to participate in statewide traffic enforcement programs such as the Click It or Ticket campaign. By accepting the funds, the department is committed to participating in the three enforcement campaigns throughout the contract year October 1, 2019 through September 30, 2020. The total amount awarded is \$23,000.

Q. Bureau of Justice Assistance 2019 Bulletproof Vest Partnership Grant: Captain Kyle informed the board that the U.S. Department of Justice, Office of Justice Programs offers a grant which pays for 50% of the cost to purchase bullet-resistant vests (body armor) for law enforcement agencies. The Riley County Police Department has applied for and received this grant for a number of years. For 2019 the department was awarded \$4,131.61.

Captain Kyle explained that in order to receive the funds, agencies must have a mandatory wear policy. Current RCPD policy requires sworn officers and sergeants who are assigned to a uniformed function and sworn lieutenants serving as first line supervisors to wear their protective vest while engaged in field activities. He noted that there are a few exceptions made for employees. For example, employees who have a medical condition that would preclude wearing of a protective vest would be granted an exception.

Morse was in support of the department's application for the grant. She encouraged the department to continue to seek future grant funding for things of this nature.

R. End-of-Year Expenditures: Riley County Police Department Command Staff provided a presentation on the 2019 end-of-year funding proposals detailing large mandatory and discretionary expenditures that would only be possible with the use of unused personnel year-end funds. A consensus was sought from among Law Board to move forward and eventually expend the funds on projects that otherwise would potentially impact future budgets.

Director Butler explained that the department is currently on pace for a positive budget balance of \$924,185, due to unused personnel funds. Command Staff met and identified seven items for consideration. Those items considered critical/mandatory were distinguished from those that are

discretionary. He commented that the proposal only addresses large expenditures which will impact the 2021 carry over. The information in the presentation will be updated and provided to the board at the regularly scheduled November and December Law Board Meetings.

Riley County Police Department Command Staff briefed the board on the following proposed end-of-year mandatory and discretionary expenditures.

Critical/Mandatory Projects

Priority 1: Radio Project (Captain Freidline): The department recommends a deposit of \$200,000 (minimum) or \$400,000 (maximum) into the account in order to meet RCPD's obligation to purchase radios as part of the P25 Radio Project. The goal is to purchase the radios in February 2020 in order for them to be programmed and ready for testing when the towers are built and operational.

Priority 2: IT Reserve Fund (Captain Freidline): Funds are needed each year to build the IT Reserve Fund to adequately address anticipated spike years in 2022 and 2023. Therefore, the department recommends transferring \$185,000 to the IT Reserve Fund with 2019 unused personnel funds.

Priority 3: Tactical Team: Body Armor & Communications Equipment (Lieutenant Jager): The department recommends utilizing approximately \$70,000 year-end funds to replace ballistic vests purchased in 2012 that are no longer under manufacturer five-year warranty to guarantee they meet the National Institute of Justice's standards for ballistic protection, and replace failing communications equipment purchased in 2012 that are no longer manufactured by the company and cannot be repaired.

Priority 4: Digital Forensics Detective Training/Software (Captain Hegarty): The department recommends utilizing \$20,000 of year-end funds to purchase hardware and software to support the Digital Forensic Analysis Detective position that was authorized as part of the 2020 RCPD budget. Funds would also be used to train and certify the detective to allow for expert testimony in court.

Discretionary Projects

Priority 1: Accounts Payable (AP) & Contracts Project (Captain Kyle): The department recommends utilizing approximately \$75,000 of year-end funds to purchase AP software which will allow staff to more closely monitor invoices from vendors, cost code for all divisions, and track department contracts. The acquisition of the software will support the department's goal to monitor and minimize the financial costs of policing.

Priority 2: Recruitment & Community Participation thru Delicious BBQ (Captain Kyle): The department recommends expending \$30,000 of year-end funds to purchase a mobile grill and BBQ smoker to be used at recruitment and community events. Safely serving food at certain events places the RCPD in the position to communicate and actively participate with community members rather than passively staffing a tent or booth. Some area organizations depend on RCPD participating to run a successful event. Presently, equipment used at these events is borrowed from RCPD employees. Multiple possible funding sources have been identified to assist with the purchase which include fundraising through the Greater Manhattan Community Foundation, department seized assets, and RCPD operating budget.

Priority 3: Vehicle Replacement (Captain Kyle): The department recommends the replacement of two vehicles utilizing year-end funds which would reduce the budget strain in 2020 when they are regularly scheduled to be replaced. Per policy, vehicles assigned to the investigations division can be involved in pursuits. Director Butler has emphasized that for safety reasons those vehicles need to be pursuit-rated police vehicles. Therefore, the department would like to replace the 2010 Toyota Corolla assigned to the Investigations Division with a pursuit-rated vehicle, and replace the 2003 Ford Excursion which presently serves as a multipurpose vehicle. Multiple options and prices to replace the vehicles (used and new) were provided to the board. The estimated cost to replace both vehicles is \$65,000.

Following a detailed discussion, a consensus was reached among the board to authorize the department to move forward with the projects as presented utilizing year-end funds.

Morse voiced her support of the projects. However, in her opinion, the replacement of the 2003 Ford Excursion is not urgent. It was her preference that the 2003 Ford Excursion be included in the annual vehicle purchase recommendation and considered during 2021 budget discussions.

S. Approval of Special Order 2019-025 Conducting Sexual Assault Investigations:

Captain Hegarty explained that the new policy addresses conducting preliminary and follow-up investigations of sexual assaults involving victims eighteen years-of-age or older. The purpose of the policy is to provide victims of sexual assault with as much control over their report and subsequent criminal investigation as the law allows. The policy is designed to achieve three primary objectives which are as follows:

- Breakdown the barriers to reporting rapes
- Identify serial perpetrators
- Prosecute and incarcerate serial perpetrators thus reducing the overall number of rapes that occur

The goal is to increase reports of sexual assault by eliminating as many barriers to reporting as possible. Victims of sexual assault will be offered three options for reporting: complete investigation, partial investigation, and information only report.

The department is presently in the process of developing two public awareness campaigns to get information out to the public regarding the various reporting options. One campaign will be designed and directed at students attending Kansas State University (KSU), and the other campaign will be directed at the general public. The department's Public Information Officer Hali Rowland and Victim Advocate Coordinator Melissa Mosher have been working with the KSU Care Office on the campaign.

Morse wanted to know what would happen to the DNA that is collected should the victim decide to disengage from the reporting process.

Hegarty responded that all sexual assault kits will be sent to the Kansas Bureau of Investigation for testing within fourteen days. Nothing regarding DNA collection and testing would change.

Wilkerson moved to approve the Special Order 2019-025 Conducting Sexual Assault Investigations as presented. Rodriguez seconded the motion. Chairman Dodson polled the board and the motion passed

with Wilkerson, Rodriguez, Stoney, Beardsley, Morse, Ward, and Dodson voting in favor, and no one voting against. The motion passed 7-0.

T. Establish RCPD Goals and Objectives 2019 &2020: Director Butler explained that annually the department presents its goals and objectives to the Law Board for review and approval. The previous director did not want to establish department goals and objectives for which his successor would be held accountable. Therefore, the process in establishing the goals and presenting them to the board was delayed.

A report detailing the proposed 2020 RCPD goals, along with a vision statement to accompany the department's mission statement to reduce crime and improve the quality of life for the citizens we serve, was provided to the Law Board for consideration. Also provided was the department's strategic plan.

Beardsley moved to approve the goals of the strategic plan as presented. Rodriguez seconded the motion. Chairman Dodson polled the board and the motion passed with Rodriguez, Stoney, Beardsley, Morse, Ward, and Dodson voting in favor, and no one voting against. The motion passed 6-0.

U. Executive Session: At 2:30 p.m. Rodriguez moved to recess into Executive Session until 2:50 p.m. for the purpose of discussing non-elected personnel matters. Morse seconded the motion. Chairman Dodson polled the board and the motion passed with Rodriguez, Stoney, Beardsley, Morse, Ward, and Dodson voting in favor, and no one voting against. The motion passed 6-0.

At 2:54 p.m. the open meeting reconvened.

V. Affirmation or Revocation of Discipline: None.

W. Adjournment: The October 21, 2019 Law Board Meeting adjourned at 2:55 p.m.

RILEY COUNTY POLICE DEPARTMENT		2019 EXPENDITURES		NOVEMBER 2019	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
11001	Airteq Systems, Inc	12	Equipment Repair	509.76	509.76
11002	Nationwide	06	Notary	50.00	
		06	Notary	50.00	
		06	Notary	50.00	150.00
11003	Alterations Unlimited	20	unifroms	723.50	723.50
11004	Arthur-Green Attorneys at Law	06	Legal Fees	2,750.00	2,750.00
11005	Assurance Partners	05	3rd Quarter	630.00	630.00
11006	The Bancorp Bank	20	Search/Processing Fee	25.00	25.00
11007	B-4 Fire Extinguisher Sales	20	Fire Extinguisher Maint	708.50	708.50
11008	Charm-Tex Inc	29	replenish supplies	23.90	
		17	inmate supplies	149.90	173.80
11009	Civic Research Institute	22	Corrections Managers' Report	179.95	179.95
11010	Designed Business Interiors	32	desk	522.76	522.76
11011	EMC Risk Services LLC	40	Loss Fund	10,201.91	10,201.91
11012	Empower Flex	06	Legal Fees	1,398.20	1,398.20
11013	Evco Wholesale Food Corp	17	inmate food	1,221.11	
		17	inmate food	1,065.86	
		17	inmate food	1,161.36	
		17	inmate food	1,205.34	4,653.67

RILEY COUNTY POLICE DEPARTMENT

2019 EXPENDITURES

NOVEMBER 2019

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
11014	Law Office of Michael Gillespie	06	Legal Fees	1,500.00	1,500.00
11015	Grant Petroleum, Inc	26	fuel	12,884.34	12,884.34
11016	Growing Concerns, Inc	11	landscape	945.00	945.00
11017	Gary Grubbs	20	CVSA - Pre Employment	900.00	900.00
11018	Hiland Dairy	17	Inmate food - credit	-28.28	
		17	Inmate food	84.57	
		17	Inmate food	98.57	
		17	Inmate food	56.38	
		17	Inmate food	114.99	
		17	Inmate food	84.57	
		17	Inmate food	114.99	
		17	Inmate food	42.29	568.08
11019	Holiday Inn-Manhattan	07	intergovernmental lunch	26.00	26.00
11020	Ka-Comm, Inc	12	Equipment Repair	336.75	
		12	Equipment Repair	23.50	
		34	equipment install	4,780.31	
		12	Equipment Repair	55.00	
		12	Equipment Repair	105.00	
		12	Equipment Repair	30.00	
		12	Equipment Repair	885.00	
		12	Equipment Repair	333.00	
		12	Equipment Repair	1,330.50	
		12	Equipment Repair	92.50	
		34	equipment install	1,572.65	
		12	Equipment Repair	455.00	
		12	Equipment Repair	3,189.77	
		12	Equipment Repair	94.93	
		12	Equipment Repair	444.50	
		12	Equipment Repair	1,639.39	
		12	Equipment Repair	22.50	15,390.30

RILEY COUNTY POLICE DEPARTMENT		2019 EXPENDITURES		NOVEMBER 2019	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
11021	Kansas Gas Service	04	LEC Utilities	829.48	
		04	Garage Utilities	29.80	
		04	Aggieville Utilities	34.07	893.35
11022	KOVA	22	KOVA Membership	25.00	25.00
11023	Karsmizki Locksmith	20	Keys	3.25	
		20	Keys	6.00	9.25
11024	Manhattan Wrecker Service	20	towing	594.00	594.00
11025	McKesson Medical	17	inmate supplies	52.30	52.30
11026	Midwest Card/ID Solutions	29	replenish supplies	62.21	62.21
11027	Olympic Uniforms	23	uniforms	11.00	
		23	uniforms	12.00	
		23	uniforms	84.25	
		23	uniforms	84.25	
		23	uniforms	202.55	
		23	uniforms	11.00	405.05
11028	Pawnee Mental Health Svs	20	jail intern	521.78	
		20	co-responders	13,444.40	13,966.18
11029	Petty Cash	07	training meals	18.24	
		07	training meals	64.46	
		26	fuel	30.00	
		26	fuel	45.25	
		22	Jail Books	26.68	
		07	training meals	54.38	
		26	fuel	11.82	
		26	fuel	22.60	
		07	training meals	17.90	
		21	Flinthills Breadbasket Game	19.52	
		29	replenish supplies	80.54	391.39

RILEY COUNTY POLICE DEPARTMENT			2019 EXPENDITURES	NOVEMBER 2019	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
11030	Phillips 66 Fleet Service	26	fuel	219.33	219.33
11031	Quaker State Express Lube	26	oil change	32.00	
		26	oil change	27.00	
		26	oil change	32.00	
		26	oil change	27.00	
		26	oil change	32.00	
		26	oil change	32.00	
		26	oil change	32.00	
		26	oil change	32.00	
		26	oil change	32.00	
		26	oil change	32.00	
		26	oil change	32.00	
		26	oil change	32.00	342.00
11032	Riley County Noxious Weeds	11	snow removal	58.46	58.46
11033	Riley County General Fund	14	Phone	168.52	
		14	Phone	159.62	328.14
11034	Riley County Public Works	26	fuel	487.11	
		26	fuel	319.20	
		26	fuel	422.16	
		26	fuel	362.44	1,590.91
11035	RCPD Health Plan	39	health insurance	120,000.00	120,000.00
11036	Secretary of State, Kansas	06	Notary	25.00	
		06	Notary	25.00	
		06	Notary	25.00	75.00
11037	Security Transport Services	20	Transport	818.98	
		20	Transport	730.80	1,549.78
11038	Sir Speedy	09	Business Cards	25.50	
		09	Ticket Books	1,830.90	1,856.40

RILEY COUNTY POLICE DEPARTMENT			2019 EXPENDITURES	NOVEMBER 2019	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
11039	Southwest Paper	25	Maint Supplies	544.63	544.63
11040	Sysco Food Services KC	17	inmate food	349.01	
		17	inmate food	939.77	
		17	inmate food	866.57	
		17	inmate food	805.90	
		17	inmate food	928.85	3,890.10
11041	Axon Enterprises Inc	31	cartridges	5,300.00	5,300.00
11042	Tommy's Express Car Wash	13	Vehicle Repair	275.00	275.00
11043	Travelers Insurance	06	Legal Fees	1,643.02	1,643.02
11044	US Foodservice	17	inmate food	524.15	
		17	inmate food	622.80	
		17	inmate food	686.48	
		17	inmate food	690.24	2,523.67
11045	Via Christi Hospital	16	employment physical	374.00	374.00
11046	Wage Works Inc	06	Cobra Fees	168.49	168.49
11047	Westar Energy	04	LEC Utilities	14,108.80	
		04	Garage Utilities	30.96	
		04	Aggieville Utilities	59.73	14,199.49
11048	Xerox Corporation	10	Lease	690.19	
		10	Lease	823.40	
		10	Lease	725.71	
		10	Lease	285.01	
		10	Lease	634.81	3,159.12
				Subtotal 229,337.04	

RILEY COUNTY POLICE DEPARTMENT		2019 EXPENDITURES		NOVEMBER 2019	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
11201	Academy Sports + Outdoors	29	replenish supplies	33.79	33.79
11202	ACCO Brands	28	office supplies	58.26	
		28	office supplies	30.89	89.15
11203	Adobe Systems Inc	19	adobe	14.99	14.99
11204	Allegiant Technology	14	Phone	108.33	
		14	Phone	164.18	
		14	telephone line	1,405.64	1,678.15
11205	Amazon.com	20	amazon prime	12.99	
		28	office supplies	20.99	
		23	uniforms	433.77	
		29	replenish supplies	58.29	
		29	replenish supplies	41.99	
		12	Equipment Repair	99.31	
		29	replenish supplies	59.99	
		28	office supplies	15.99	
		11	maint supplies	98.36	
		29	replenish supplies	14.08	
		11	maint supplies	35.16	
		31	Radio	197.00	1,087.92
11206	Apple iTunes Store	19	Browser	4.35	
		19	Browser	4.35	
		19	2TB Storage Plan	9.99	
		19	Browser	4.35	23.04
11207	AT&T	14	long distance	427.52	427.52
11208	Battery Junction	29	replenish supplies	140.35	
		29	replenish supplies	-11.53	128.82
11209	Benq	29	replenish supplies	299.00	299.00
11210	Best Buy	28	computer supplies	149.99	149.99

RILEY COUNTY POLICE DEPARTMENT

2019 EXPENDITURES

NOVEMBER 2019

<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
11211	Bimbo Bakeries	17	inmate food	140.56	
		17	inmate food	140.56	
		17	inmate food	140.56	
		17	inmate food	140.56	
		17	inmate food	140.56	
		17	inmate food	140.56	843.36
11212	Bluestem Electric Co-op	04	McDowell Transmittor	40.28	
		04	Shooting Range Utilities	70.08	110.36
11213	Bob Barker Co Inc	17	inmate supplies	67.88	67.88
11214	Briggs	13	Vehicle Repair	124.25	
		13	Vehicle Repair	195.20	
		13	Vehicle Repair	119.95	
		13	Vehicle Repair	89.46	
		13	Vehicle Repair	1,006.54	
		13	Vehicle Repair	196.45	
		13	Vehicle Repair	148.95	
		13	Vehicle Repair	171.60	
		13	Vehicle Repair	89.46	
		13	Vehicle Repair	95.17	
		13	Vehicle Repair	189.90	
		13	Vehicle Repair	525.33	
		13	Vehicle Repair	18.25	
		13	Vehicle Repair	45.25	
		13	Vehicle Repair	561.27	
		13	Vehicle Repair	59.00	
		13	Vehicle Repair	18.25	
		13	Vehicle Repair	344.15	
		13	Vehicle Repair	1,900.69	
		13	Vehicle Repair	150.20	
		13	Vehicle Repair	179.03	
		13	Vehicle Repair	48.25	
		13	Vehicle Repair	542.77	
		27	tire repair	19.95	
		13	Vehicle Repair	88.49	
		13	Vehicle Repair	883.21	
		13	Vehicle Repair	174.90	
		13	Vehicle Repair	-154.08	

RILEY COUNTY POLICE DEPARTMENT		2019 EXPENDITURES		NOVEMBER 2019	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
11214	Briggs	27	tire repair	19.95	
		13	Vehicle Repair	89.95	
		27	tire repair	15.00	
		13	Vehicle Repair	15.00	
		13	Vehicle Repair	19.95	
		13	Vehicle Repair	49.95	
		13	Vehicle Repair	119.95	
		13	Vehicle Repair	194.15	
		13	Vehicle Repair	654.42	
		13	Vehicle Repair	441.31	
		13	Vehicle Repair	24.95	
		27	tire repair	19.95	
		27	tire repair	19.95	
		27	tire repair	15.00	9,531.32
11215	Bulb America	29	replenish supplies	66.39	66.39
11216	Burnett Automotive	13	Vehicle Repair	1,060.45	
		27	tire	135.72	
		13	Vehicle Repair	86.35	
		27	tire	148.20	
		27	tire	129.88	
		27	tires	1,148.88	
		27	tire	148.20	
		13	Vehicle Repair	204.07	3,061.75
11217	CDW Government, Inc	28	office supplies	128.35	128.35
11218	City of Manhattan, Utilities	04	Aggieville water	45.20	
		04	LEC water	5,317.14	5,362.34
11219	Comlink Wireless Tech	29	replenish supplies	127.00	127.00
11220	Command Sourcing, Inc	29	replenish supplies	1,512.12	1,512.12
11221	Cox Communications, Inc	19	Jail Cable	76.83	
		19	LEC Internet/Cable	2,267.10	
		19	JTTF Internet	79.38	
		19	Aggieville internet	169.14	2,592.45

RILEY COUNTY POLICE DEPARTMENT			2019 EXPENDITURES		NOVEMBER 2019	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>		<u>AMOUNT</u>	
11222	Dell Computers	33	monitor		273.59	273.59
11223	Dillons 15	21	Law Board Mtg Lunch		15.61	15.61
11224	DJI	31	SafeAir M -200 for DJI		-2,499.00	-2,499.00
11225	Document Resources, Inc	20	shredding		197.50	197.50
11226	Dollar Days	17	inmate supplies		217.61	217.61
11227	Dry Clean City Inc	20	uniform cleaning		940.02	940.02
11228	Enterprise	20	HIDTA Rental		854.99	854.99
11229	E-470 Public Highway Auth	07	Tolls		4.30	4.30
11230	Eleven 10 LLC	23	uniforms		1,839.50	1,839.50
11231	Elite K-9	29	replenish supplies		121.69	
		29	replenish supplies		249.10	370.79
11232	Endacott Lighting Inc	29	replenish supplies		101.55	101.55
11233	Express Office Solutions	28	office supplies		21.07	
		28	office supplies		55.89	
		28	office supplies		1,439.60	1,516.56
11234	Facebook	21	Employment Post		50.00	50.00
11235	Ferguson Enterprises	11	maint supplies		94.50	
		11	maint supplies		40.43	134.93
11236	Flint Hills Neuropsychology	20	Pre-Employment Eval		350.00	
		20	Pre-Employment Eval		350.00	
		20	Pre-Employment Eval		300.00	
		20	Pre-Employment Eval		350.00	
		20	Pre-Employment Eval		350.00	
		20	Pre-Employment Eval		350.00	

RILEY COUNTY POLICE DEPARTMENT		2019 EXPENDITURES		NOVEMBER 2019	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
11236	Flint Hills Neuropsychology	20	Pre-Employment Eval	350.00	
		20	Pre-Employment Eval	350.00	
		20	Pre-Employment Eval	350.00	
		20	Pre-Employment Eval	350.00	3,450.00
11237	Flint Hills Ford Inc	13	Vehicle Repair	-288.77	
		13	Vehicle Repair	-288.77	
		13	Vehicle Repair	37.27	
		13	Vehicle Repair	37.27	
		13	Vehicle Repair	750.17	
		13	Vehicle Repair	750.17	
		13	Vehicle Repair	98.95	
		13	Vehicle Repair	98.95	
		13	Vehicle Repair	1,740.68	
		13	Vehicle Repair	1,740.68	
		13	Vehicle Repair	586.27	
		13	Vehicle Repair	2,080.28	
		13	Vehicle Repair	2,080.28	
		13	Vehicle Repair	802.13	
		13	Vehicle Repair	802.13	11,027.69
11238	Global Industrial	25	Maint Supplies	138.56	138.56
11239	HP Inc	33	Printers	370.41	370.41
11240	Home Depot	29	replenish supplies	64.77	
		29	replenish supplies	2.66	
		29	replenish supplies	3.95	
		29	replenish supplies	68.39	
		29	replenish supplies	39.95	
		12	Equipment Repair	89.94	
		11	maint supplies	35.93	
		29	replenish supplies	29.97	
		29	replenish supplies	10.98	
		29	replenish supplies	12.44	
		25	Maint Supplies	63.84	
		29	replenish supplies	21.79	444.61
11241	iKey Ltd	12	Equipment Repair	25.00	25.00

RILEY COUNTY POLICE DEPARTMENT		2019 EXPENDITURES		NOVEMBER 2019	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
11242	Insight Public Sector Inc	33	Docking Station	329.23	
		33	Monitor	129.66	
		33	Docking Station	-232.89	
		33	Smart UPS Connect	414.10	
		33	Monitors/Sound Bars	6,806.63	
		19	Veeam Premium Support	10,254.78	17,701.51
11243	Kansas Turnpike Authority	07	Tolls	86.30	86.30
11244	Karsmizki Locksmith	20	Keys	18.50	18.50
11245	K-State Salina Cont. Education	22	Membership	160.00	160.00
11246	Language Line Services	20	translator	410.96	410.96
11247	Lexis Nexis Risk Solutions	20	users	125.66	
		20	analyst	7,129.31	7,254.97
11248	Lynn Peavey Company	29	replenish supplies	166.75	166.75
11249	Magid	23	uniforms	266.71	266.71
11250	Mathis Rehab Center LLC	16	pre employment	375.00	375.00
11251	Menards	13	Vehicle Supplies	138.63	
		11	electric repair	123.97	
		11	electric repair	185.95	
		11	electric repair	39.98	488.53
11252	National Tactical Officers	07	NOTA Registration	1,396.00	1,396.00
11253	NewEgg	13	Vehicle Repair	45.18	45.18
11254	1000Bulbs.com	25	Maint Supplies	310.26	310.26
11255	Parts FPS	11	door repair	54.34	54.34

RILEY COUNTY POLICE DEPARTMENT		2019 EXPENDITURES		NOVEMBER 2019	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
11256	P-Card Misc Vendors	20	Card Fee	10.00	
		07	ABA Committee Meeting	11.58	
		07	K9 Certification	1,337.09	
		07	KS Highway Patrol Lunch	17.95	
		07	Spillman Conf	1,238.27	
		20	APCO Training Conf	269.80	
		07	Investigations Analysis	874.30	
		07	Stuntronics	213.38	
		07	SPI Exam	52.31	
		07	NTOA Conf	1,627.71	
		07	NTOA Conf	1,627.71	
		07	IACP Conf	664.40	
		07	IACP Conf	664.40	
		07	IACP Conf	1,100.00	
		07	IACP Conf	1,100.00	
		07	Force Science	380.06	
		07	IACP Conf	524.95	
		07	Mental Health Training	54.07	
		07	IACP Conf	1,943.99	13,711.97
11257	Petsmart	20	animal care	113.98	113.98
11258	Pfeifley's	23	uniforms	18.00	18.00
11259	Phil Garrow	29	replenish supplies	40.00	40.00
11260	Pocket Press Inc	22	KS Criminal/Traffic Laws	1,195.67	1,195.67
11261	Robbins Motor Co.	13	Vehicle Repair	-30.12	
		13	Vehicle Repair	245.00	
		13	Vehicle Repair	100.00	
		13	Vehicle Repair	80.00	
		13	Vehicle Repair	104.00	
		13	Vehicle Repair	656.38	
		13	Vehicle Repair	52.00	
		13	Vehicle Repair	1,713.95	
		13	Vehicle Repair	141.95	
		13	Vehicle Repair	10.88	
		13	Vehicle Repair	111.40	
		13	Vehicle Repair	52.62	3,238.06

RILEY COUNTY POLICE DEPARTMENT			2019 EXPENDITURES	NOVEMBER 2019	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
11262	Rock Auto	13	Vehicle Repair	173.91	173.91
11263	Safe Kids, c/o PES	22	Child Safety Certificaiton	55.00	55.00
11264	Sage Software Inc	19	sage	111.11	111.11
11265	SHSU Correctional Mangt	07	NJLCA Registration	1,960.00	1,960.00
11266	Sir Speedy	09	Drug Take Back posters	83.11	83.11
11267	Univ of Louisville SPI	22	SPIAA membership dues	50.00	50.00
11268	Staples Advantage	28	computer supplies	45.98	
		28	office supplies	177.59	
		28	office supplies	356.46	
		28	office supplies	63.22	
		28	office supplies	185.55	
		28	office supplies	419.03	
		28	computer supplies	90.72	
		28	computer supplies	44.11	1,382.66
11269	Target	21	Community Involvement	114.96	
		21	Community Involvement	157.39	272.35
11270	10 Gtek	28	office supplies	356.48	356.48
11271	Terminix	11	pest control	128.00	128.00
11272	Thomas Sign	13	Vehicle Repair	15.00	15.00
11273	TLOxp	20	access	119.30	119.30
11274	T38 Fax	14	fax	7.64	7.64
11275	Twin Valley Telephone, Inc	14	Riley Substation Phone	47.94	
		14	Riley Substation Phone	10.27	
		14	Randolph Substation Phone	130.35	188.56

RILEY COUNTY POLICE DEPARTMENT		2019 EXPENDITURES		NOVEMBER 2019	
<u>V #</u>	<u>VENDOR NAME</u>	<u>ACCT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	
11276	ULINE	29	replenish supplies	1,696.15	1,696.15
11277	UPS	08	shipping	108.27	
		08	shipping	59.02	
		08	shipping	48.98	216.27
11278	USA Clean	29	replenish supplies	90.30	90.30
11279	Verizon Wireless	14	Phone Bill	4,998.57	4,998.57
11280	Wal-Mart	29	replenish supplies	81.72	
		29	replenish supplies	1.88	
		29	replenish supplies	36.69	
		29	replenish supplies	6.54	
		29	replenish supplies	56.85	183.68
11281	Waste Management	20	trash service	263.82	
		20	trash service	263.82	527.64
11282	WB Consulting	33	Virtual Connect Flex Fabric	6,510.00	6,510.00
11283	Webstaurant Store Inc	17	inmate supplies	441.36	
		17	inmate supplies	-36.26	405.10
11284	Zoro	29	replenish supplies	128.17	
		29	replenish supplies	-10.52	117.65
				Subtotal	113,511.08
				Total	342,848.12

Chair, Riley County Law Enforcement Agency

**Riley County Police Department
Balance Report
Net Changes from 10/1/2019 to 10/31/2019**

Account Number	Description	Month Total
600100-00	Manhattan	1,430,460.00
610110-00	Copy Fees-Discovery, etc.	104.00
610112-00	Copy Fees-Records	1,835.27
	Budget:	1,432,399.27
620900-01	Misc Reimbursements-salaries	3,871.50
620900-06	Misc Reimbursements-legal fees	100.00
620900-07	Misc Reimbursements-training	0.89
620900-08	Misc Reimbursements-postage	63.84
620900-11	Misc Reimbursements-building & grounds	583.72
620900-17-170	Misc Reimbursements-jail	870.11
620900-29	Misc Reimbursements-Supplies	19.23
620900-34-130	Misc Reimbursements-vehicles	9,950.00
	Budget Credits:	15,459.29
640900-00	Misc Non-Budget Credit Reimb	4.60
640902-00	Prior year Restitution	19.21
	Non-Budget Credits:	23.81
	Total Credits:	1,447,882.37

RILEY COUNTY POLICE DEPARTMENT

19-292

Memorandum

Original to: _____
Action: _____
Copy to: _____

Comments:

To: Director Butler
Thru: Assistant Director Moldrup *11.12.19 kmm*
From: Captain Derek Woods
Ref: Juvenile Transportation Report for October 2019
Date: November 4, 2019

Total Number of Juveniles Transported:	6
Total Mileage for Transports 455 X \$.58 (Cents per mile)	\$263.90
Total Pay Amount for Transport Officers Hours:	\$565.89
Total:	\$829.79

- 10-1-19 North Central Kansas Regional Juvenile Detention Facility to Riley County District Court and released to Mother. (trip \$101.26)**
- 10-3-19 North Central Kansas Regional Juvenile Detention Facility to Riley County District Court and returned to North Central Kansas Regional Juvenile Detention Facility. (trip \$143.14)**
- 10-8-19 North Central Kansas Regional Juvenile Detention Facility to Riley County District Court and released (trip \$59.03)**
- 10-17-19 North Central Kansas Regional Juvenile Detention Facility to Riley County District Court and released to Donald Holliday. (trip \$144.79)**
- 10-29-19 North Central Kansas Regional Juvenile Detention Facility to Juvenile Correctional Complex Topeka Ks. (trip \$329.93)**
- 10-31-19 Riley County Police Department to North Central Kansas Regional Juvenile Detention Facility. (trip \$51.64)**

Approved: _____

Chair, Riley County Law Enforcement Agency

*** Late entry.

08

Program Name-GLLT34 Thru OCTOBER
Version Date- 2/19 Year 2019

RILEY COUNTY
Fund Summary of Revenue/Expense
Percent of Year 83.3%

Date.11/04/19 Page. 1
Time. 8.48.59

Beginning Fund..... 173 RCPD Levy/Op
Ending Fund..... 173 RCPD Levy/Op
Last Month Included.... 10 Print Revenue... Y Print Disbursements. Y
Print Department Detail. Y Print Expenses.. Y
Exclude Non-Active..... Y Separate Pages.. Y

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	4,041,580.00	174.35	4,078,279.02	36,699.02-
182		Distr - Oil & Gas Curr.	R	.00	.00	701.71	.00
184		Distr - P.P. Current	R	.00	5.57	38,904.26	.00
190		Distr - 16/20M Trucks Cur	R	3,136.00	.00	3,073.01	62.99
193		Distr - Watercraft Cur	R	1,895.00	.00	1,659.88	235.12
181		Distr - Real Delq.	R	56,582.00	8,871.66	47,742.37	8,839.63
183		Distr - Oil & Gas Delinq	R	.00	.00	48.22	.00
185		Distr - P.P. Delq.	R	.00	140.18	5,275.90	.00
192		Distr - 16/20M Trucks Del	R	.00	.00	364.14	.00
194		Distr - Watercraft Del	R	.00	2.31	410.58	.00
102		Distr - Motor Vehicle Tax	R	340,160.00	43,974.19	354,582.92	14,422.92-
103		Vehicle Rental Excise Tax	R	6,031.00	.00	6,862.57	831.57-
113		Distr - RV Tax	R	3,208.00	445.87	3,034.83	173.17
130		Distr - Commercial Veh	R	16,378.00	474.73	16,175.46	202.54
191		Distr - TIF Adjustment	R	.00	.00	99,916.48-	.00
Department Revenue.. # 0				4,468,970.00	54,088.86	4,457,198.39 *	42,440.06-
<u>Department.171 RCPD Operations</u>							
600		Miscellaneous Reimb	R	.00	.00	8,091.12	.00
Department Revenue.. #171				.00	.00	8,091.12 *	.00
Total Revenue Fund... 173				4,468,970.00	54,088.86	4,465,289.51 **	99.92
Total Trans. IN Fund.. 173				.00	.00	.00 **	
Total Rev. & Trans. .. 173				4,468,970.00	54,088.86	4,465,289.51 **	
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>									
4130		Building Improvements	.00	.00	8,091.12		8,091.12-	.00	8,091.12-
Total Capital Expenditures			.00	.00	8,091.12		8,091.12-	.00	8,091.12-

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)									
2220		Building Space Rental	10,500.00	875.00	8,775.00	83.57	1,725.00	.00	1,725.00
2230		Land Rental/Lease Pym	1,250.00	.00	1,271.84	101.75	21.84-	.00	21.84-
2330		Transportation Servic	11,000.00	870.11	2,429.03	22.08	8,570.97	.00	8,570.97
2480		Repair/Maint Build/Gr	120,000.00	4,037.79	49,732.67	41.44	70,267.33	.00	70,267.33
2480	21	Repair/Maint Build/Ground		.00	2,673.65		2,673.65-	.00	2,673.65-
		Radio Infrast Proj							
2480	98	Repair/Maint Build/Ground		.00	905.34		905.34-	.00	905.34-
		Firing Range-RCPD							
2650		Physician Fees	143,307.00	12,247.60	132,010.88	92.12	11,296.12	.00	11,296.12
2655		Hospital Fees	25,000.00	.00	.00		25,000.00	.00	25,000.00
2840		Sewage Charges	2,000.00	.00	202.86	10.14	1,797.14	.00	1,797.14
2900		Budget Appropriations	4,291,380.00	.00	3,218,535.00	75.00	1,072,845.00	.00	1,072,845.00
Total Contractual Expenses			4,604,437.00	18,030.50	3,416,536.27	74.20	1,187,900.73	.00	1,187,900.73
3010		Office Supplies	500.00	.00	125.27	25.05	374.73	.00	374.73
3060		Medical Supplies	500.00	.00	.00		500.00	.00	500.00
3070		Prescriptions	500.00	.00	.00		500.00	.00	500.00
Total Commodities Expense			1,500.00	.00	125.27	8.35	1,374.73	.00	1,374.73
Department Expense # 171			4,605,937.00	18,030.50	3,424,752.66	74.36	1,181,184.34	.00	1,181,184.34 *
Expense & Transfers# 171			4,605,937.00	18,030.50	3,424,752.66				
Total Expenditures Fund 173			4,605,937.00	18,030.50	3,424,752.66	74.36	1,181,184.34	.00	1,181,184.34 **

SUMMARY for - Fund 173 RCPD Levy/Op	
Beginning Year Balance.....	1,038,593.21
YTD Revenue.....	4,465,289.51
YTD Reported Expenses.....	3,424,752.66-
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	276,724.75-
Prior Year Revenues00
Prior Year Corrections.....	.00
Ending Fund Balance.....	1,802,405.31 ***

RILEY COUNTY POLICE DEPARTMENT
Report Submission

To:	Director Butler	
Thru:	AD Moldrup	
From:	Cpt. Derek Woods	
Position:	Commander	Division: Jail
Report Title:	Monthly Inmate Population Report	
Rpt Freq./Year:	October 2019	
Policy #:		
Date:	November 1, 2019	

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>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
JAN	104.2	103.0	99.7	105.3	95.1	73.7	70.2	87.0	75.0	72.6	84.8
FEB	94.1	104.8	105.3	110.3	95.2	68.9	74.3	93.1	82.9	68.4	85.5
MAR	82.8	101.4	97.2	106.7	92.1	66.2	71.8	91.9	73.2	75.2	88.4
APR	83.4	125.8	90.6	103.9	64.2	62.0	74.2	89.1	74.1	81.0	81.6
MAY	86.3	122.3	96.4	101.4	71.3	68.9	80.3	81.9	77.4	87.5	79.4
JUN	98.1	111.9	95.7	102.0	72.4	63.9	82.0	87.8	73.1	88.5	78.4
JUL	89.7	117.8	97.1	96.1	72.1	68.8	77.8	83.6	80.0	83.8	71.9
AUG	89.3	113.8	89.5	114.1	74.0	74.5	72.7	75.7	82.4	80.6	82.3
SEPT	78.8	110.1	87.1	101.6	77.4	61.7	73.6	75.8	84.3	81.2	74.6
OCT	82.6	110.4	93.6	93.9	73.2	76.3	73.5	73.4	74.3	72.8	76.2
NOV	92.1	102.7	92.4	102.0	70.1	77.0	76.7	73.0	76.2	78.3	
DEC	89.3	90.6	95.4	95.7	65.1	71.0	77.4	69.6	78.9	79.9	
YADP	89.2	109.5	95.0	102.7	76.85	64.2	75.4	81.8	77.7	79.15	80.3

RILEY COUNTY POLICE DEPARTMENT
Memorandum

Original to: _____
Action: _____
Copy to: _____

To: Riley County Law Enforcement Agency
From: Director Butler
Ref: Quarterly Report Synopsis
Date: November 12, 2019

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.

3rd Quarter Uniform Crime Report (UCR)

Riley County saw a 15.5% (+ 67) increase in Part 1 UCR crimes in the third quarter. Part 1 violent crimes decreased for the third quarter by 10.6% (- 7 crimes). Part 1 property crimes increased for the third quarter by 23.3% (+ 74 crimes). Year to date, Riley County saw a 15.5% (+ 160 crimes) increase in Part 1 UCR crimes.

3rd Quarter Traffic Analysis

There were 267 preventable crashes reported in the third quarter of 2019. This is the new highest quarter for all of 2018 and 2019. It does appear that we will remain below our previous goal of 13 or less preventable accidents per capita.

3rd Quarter Seizure & Forfeiture Report

There were no seizures made during the third quarter and there are five active cases.

RILEY COUNTY POLICE DEPARTMENT
Report Submission

To:	Director Butler	<i>Noted: dpb 10/11/19</i>
Thru:	Asst. Dir. Moldrup	KMM 10.11.19
From:	Captain Freidline	
Position:	Commander	Division: Support
Report Title:	September 2019 UCR Report	
Rpt Freq./Year:	Monthly/September 2019	
Policy #:	82.1.4 & 82.3.2	
Date:		

Executive Summary:
September 2019:

Riley County saw a 14.5% (+ 19 crimes) increase in the analyzed Part 1 UCR crimes in September of 2019 when compared to September of 2018.

Part 1 violent crimes decreased 14.3.0% (- 3 crimes) in September of 2019 when compared to September of 2018.

Part 1 property crimes increased 20.0% (+ 22 crimes) in September of 2019 when compared to September of 2018.

For the 3rd Quarter of 2019:

Riley County saw a 15.5% (+ 67) increase in Part 1 UCR crimes in the third quarter.

Part 1 violent crimes decreased for the third quarter by 10.6% (- 7 crimes).

Part 1 property crimes increased for the third quarter by 23.3% (+ 74 crimes).

Year to date Riley County saw a 15.5% (+ 160 crimes) increase in Part 1 UCR crimes.

**RILEY COUNTY POLICE DEPARTMENT
Report Submission**

September 2019

RILEY COUNTY ALL JURISDICTION

RILEY COUNTY POLICE DEPARTMENT

MONTHLY UNIFORM CRIME REPORT

82.1.4

Year	ACTUAL OFFENSES									OFFENSES CLEARED										
	MONTH			YEAR TO DATE			QUARTER			MONTH			YEAR TO DATE			QUARTER			CLEARANCE RATE	
	2018	2019	-%+	2018	2019	-%+	2018	2019	-%+	2018	2019	-%+	2018	2019	-%+	2018	2019	-%+	2018	2019
Murder	1	0	-100.0%	1	0	-100.0%	1	0	-100.0%	1	0	-100.0%	3	0	-100.0%	2	0	-100.0%	300.0%	0.0%
Rape	5	5	0.0%	47	29	-38.3%	19	9	-52.6%	4	0	-100.0%	25	20	-20.0%	9	4	-55.6%	53.2%	69.0%
Robbery	2	1	-50.0%	20	15	-25.0%	7	3	-57.1%	0	0	0.0%	1	7	600.0%	0	2	200.0%	5.0%	46.7%
Ag. Asslt	13	12	-7.7%	96	125	30.2%	39	47	20.5%	3	2	-33.3%	53	62	17.0%	16	20	25.0%	55.2%	49.6%
Total	21	18	-14.3%	164	169	3.0%	66	59	-10.6%	8	2	-75.0%	82	89	8.5%	27	26	-3.7%	50.0%	52.7%
Burglary	16	19	18.8%	117	122	4.3%	46	47	2.2%	3	2	-33.3%	16	13	-18.8%	10	2	-80.0%	13.7%	10.7%
Larceny	85	101	18.8%	687	830	20.8%	244	318	30.3%	20	26	30.0%	197	253	28.4%	61	75	23.0%	28.7%	30.5%
Auto Theft	9	12	33.3%	65	72	10.8%	28	27	-3.6%	2	8	300.0%	23	19	-17.4%	9	11	22.2%	35.4%	26.4%
Total	110	132	20.0%	869	1024	17.8%	318	392	23.3%	25	36	44.0%	236	285	20.8%	80	88	10.0%	27.2%	27.8%
Overall Total	131	150	14.5%	1033	1193	15.5%	384	451	17.4%	33	38	15.2%	318	374	17.6%	107	114	6.5%	30.8%	31.3%

35.

36.

**RILEY COUNTY POLICE DEPARTMENT
Report Submission**

September 2019

RILEY COUNTY EXCLUDING MANHATTAN & OGDEN

RILEY COUNTY POLICE DEPARTMENT

**MONTHLY UNIFORM CRIME REPORT
82.1.4**

Year	ACTUAL OFFENSES									OFFENSES CLEARED									CLEARANCE RATE	
	MONTH			YEAR TO DATE			QUARTER			MONTH			YEAR TO DATE			QUARTER			2018	2019
	2018	2019	-%+	2018	2019	-%+	2018	2019	-%+	2018	2019	-%+	2018	2019	-%+	2018	2019	-%+	2018	2019
Murder	0	0	0.0%	0	0	0.0%	0	0	0.0%	0	0	0.0%	1	0	-100.0%	1	0	-100.0%	100.0%	0.0%
Rape	0	0	0.0%	1	2	100.0%	0	0	0.0%	0	0	0.0%	2	3	50.0%	0	0	0.0%	200.0%	150.0%
Robbery	0	0	0.0%	0	1	100.0%	0	0	0.0%	0	0	0.0%	0	1	100.0%	0	1	100.0%	0.0%	100.0%
Ag. Asslt	0	1	100.0%	3	9	200.0%	0	6	600.0%	0	0	0.0%	2	3	50.0%	1	0	-100.0%	66.7%	33.3%
Total	0	1	100.0%	4	12	200.0%	0	6	600.0%	0	0	0.0%	5	7	40.0%	2	1	-50.0%	125.0%	58.3%
Burglary	0	8	800.0%	12	21	75.0%	4	10	150.0%	0	0	0.0%	3	0	-100.0%	2	0	-100.0%	25.0%	0.0%
Larceny	5	1	-80.0%	29	20	-31.0%	13	7	-46.2%	0	0	0.0%	5	3	-40.0%	2	0	-100.0%	17.2%	15.0%
Auto Theft	0	0	0.0%	3	3	0.0%	3	0	-100.0%	0	1	100.0%	3	2	-33.3%	2	1	-50.0%	100.0%	66.7%
Total	5	9	80.0%	44	44	0.0%	20	17	-15.0%	0	1	100.0%	11	5	-54.5%	6	1	-83.3%	25.0%	11.4%
Overall Total	5	10	100.0%	48	56	16.7%	20	23	15.0%	0	1	100.0%	16	12	-25.0%	8	2	-75.0%	33.3%	21.4%

**RILEY COUNTY POLICE DEPARTMENT
Report Submission**

September 2019

MANHATTAN

RILEY COUNTY POLICE DEPARTMENT

MONTHLY UNIFORM CRIME REPORT

82.1.4

Year	ACTUAL OFFENSES									OFFENSES CLEARED									CLEARANCE RATE	
	MONTH			YEAR TO DATE			QUARTER			MONTH			YEAR TO DATE			QUARTER			2018	2019
	2018	2019	-%+	2018	2019	-%+	2018	2019	-%+	2018	2019	-%+	2018	2019	-%+	2018	2019	-%+	2018	2019
Murder	1	0	-100.0%	1	0	-100.0%	1	0	-100.0%	1	0	-100.0%	2	0	-100.0%	1	0	-100.0%	200.0%	0.0%
Rape	5	5	0.0%	41	26	-36.6%	17	8	-52.9%	4	0	-100.0%	22	13	-40.9%	9	4	-55.6%	53.7%	50.0%
Robbery	2	1	-50.0%	19	13	-31.6%	6	3	-50.0%	0	0	0.0%	1	5	400.0%	0	1	100.0%	5.3%	38.5%
Ag. Asslt	12	11	-8.3%	85	105	23.5%	36	36	0.0%	3	2	-33.3%	47	53	12.8%	15	17	13.3%	55.3%	50.5%
Total	20	17	-15.0%	146	144	-1.4%	60	47	-21.7%	8	2	-75.0%	72	71	-1.4%	25	22	-12.0%	49.3%	49.3%
Burglary	16	8	-50.0%	101	85	-15.8%	40	30	-25.0%	3	2	-33.3%	13	12	-7.7%	8	2	-75.0%	12.9%	14.1%
Larceny	78	96	23.1%	629	781	24.2%	216	301	39.4%	19	26	36.8%	185	244	31.9%	55	73	32.7%	29.4%	31.2%
Auto Theft	9	12	33.3%	62	66	6.5%	25	27	8.0%	2	7	250.0%	20	17	-15.0%	7	10	42.9%	32.3%	25.8%
Total	103	116	12.6%	792	932	17.7%	281	358	27.4%	24	35	45.8%	218	273	25.2%	70	85	21.4%	27.5%	29.3%
Overall Total	123	133	8.1%	938	1076	14.7%	341	405	18.8%	32	37	15.6%	290	344	18.6%	95	107	12.6%	30.9%	32.0%

**RILEY COUNTY POLICE DEPARTMENT
Report Submission**

September 2019

OGDEN

RILEY COUNTY POLICE DEPARTMENT

MONTHLY UNIFORM CRIME REPORT

82.1.4

Year	ACTUAL OFFENSES									OFFENSES CLEARED									CLEARANCE RATE	
	MONTH			YEAR TO DATE			QUARTER			MONTH			YEAR TO DATE			QUARTER			2018	2019
	2018	2019	-%+	2018	2019	-%+	2018	2019	-%+	2018	2019	-%+	2018	2019	-%+	2018	2019	-%+	2018	2019
Murder	0	0	0.0%	0	0	0.0%	0	0	0.0%	0	0	0.0%	0	0	0.0%	0	0	0.0%	0.0%	0.0%
Rape	0	0	0.0%	5	1	-80.0%	2	1	-50.0%	0	0	0.0%	1	4	300.0%	0	0	0.0%	20.0%	400.0%
Robbery	0	0	0.0%	1	1	0.0%	1	0	-100.0%	0	0	0.0%	0	1	100.0%	0	0	0.0%	0.0%	100.0%
Ag. Asslt	1	0	-100.0%	8	11	37.5%	3	5	66.7%	0	0	0.0%	4	6	50.0%	0	3	300.0%	50.0%	54.5%
Total	1	0	-100.0%	14	13	-7.1%	6	6	0.0%	0	0	0.0%	5	11	120.0%	0	3	300.0%	35.7%	84.6%
Burglary	0	3	300.0%	4	16	300.0%	2	7	250.0%	0	0	0.0%	0	1	100.0%	0	0	0.0%	0.0%	6.3%
Larceny	2	4	100.0%	29	29	0.0%	15	10	-33.3%	1	0	-100.0%	7	6	-14.3%	4	2	-50.0%	24.1%	20.7%
Auto Theft	0	0	0.0%	0	3	300.0%	0	0	0.0%	0	0	0.0%	0	0	0.0%	0	0	0.0%	0.0%	0.0%
Total	2	7	250.0%	33	48	45.5%	17	17	0.0%	1	0	-100.0%	7	7	0.0%	4	2	-50.0%	21.2%	14.6%
Overall Total	3	7	133.3%	47	61	29.8%	23	23	0.0%	1	0	-100.0%	12	18	50.0%	4	5	25.0%	25.5%	29.5%

Note: "JUVENILE CLEARANCES" are included in the total of "OFFENSES CLEARED"

RILEY COUNTY POLICE DEPARTMENT
Report Submission

To:	Director Dennis P. Butler	<i>Noted: dpb 10/21/19</i>
Thru:	A. D. Kurt Moldrup	KMM 10.20.19
From:	Captain Rich Fink	
Position:	Division Commander	Division: Patrol
Report Title:	Traffic Analysis	
Rpt Freq./Year:	3 rd Quarter 2019	
Policy #:	61.1.1	
Date:	October 16, 2019	

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

RILEY COUNTY POLICE DEPARTMENT

Report Submission

enforcement. The Patrol Division will coordinate with the appropriate traffic engineers to correct engineering problems.

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)

3rd Quarter 2019 Synopsis:

This report is an overview of preventable crashes reported in the 3rd quarter of 2019. A preventable crash is a crash that occurs on a public roadway and is not caused by weather or animal related factors.

There were 267 preventable crashes reported in the third quarter of 2019. This is the new highest quarter for all of 2018 and 2019. It does appear that we will remain below our previous goal of 13 or less preventable accidents per capita.

Injuries and Fatalities

- There was 1 fatal crash and 56 injury crashes with 71 injuries reported in the 3rd quarter of 2019.
- The number of injuries is below the average of the previous quarters in this tracking period (since 2016).
- There was 1 fatal accident with 1 fatality during the 3rd quarter of 2019.

Year	2016				2017				2018				2019			
	Qtr1	Qtr2	Qtr3	Qtr4	Qtr1	Qtr2	Qtr3	Qtr4	Qtr1	Qtr2	Qtr3	Qtr4	Qtr1	Qtr2	Qtr3	Qtr4
Preventable Accidents	224	215	264	295	190	266	270	271	226	240	243	235	176	253	267	
Accident Rates per 1,000 Inhabitants	13.61				13.44				12.81				Projected 12.97			
Preventable Injury Accidents	57	61	85	87	42	63	65	47	39	70	77	47	33	50	56	
Injury Rates per 1,000 Inhabitants	3.95				2.93				3.16				Projected 2.48			
Persons Injured in Preventable Accidents	74	74	110	113	63	79	86	61	46	98	110	64	48	71	71	
Fatalities in Preventable Accidents	3	0	1	1	0	0	1	2	0	0	1	3	1	3	1	

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

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Driver Actions

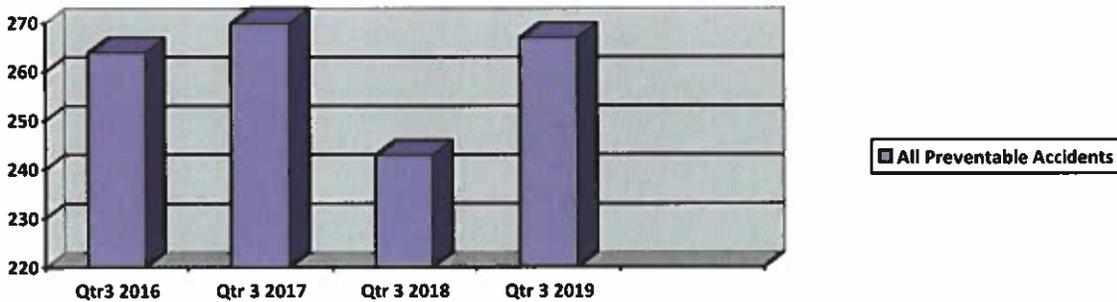
- The chart below shows the top five driver actions leading to preventable accidents.
- Inattention, Right of Way and Followed Too Closely historically are the top three.
- Improper Lane Change was in the top 5 last quarter but was replaced with Made Improper Turn this quarter.

Year	2016				2017				2018				2019			
Quarter	Qtr1	Qtr2	Qtr3	Qtr4												
Inattention (General Sense)	77	77	80	84	49	78	78	68	60	76	75	54	31	60	63	
Failed to Yield Right of Way	55	55	53	74	59	52	40	60	58	53	39	59	33	47	57	
Followed Too Closely	26	30	43	36	27	37	44	27	31	39	52	37	23	44	45	
DUI Alcohol	15	16	12	10	9	13	14	16	11	15	9	9	7	13	15	
Made Improper Turn	6	0	9	7	2	7	10	5	6	8	4	5	2	5	13	

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

All Preventable Crashes During the 3rd Quarter of 2019

All Preventable crashes have increased 9.9% from the 3rd quarter of 2018.

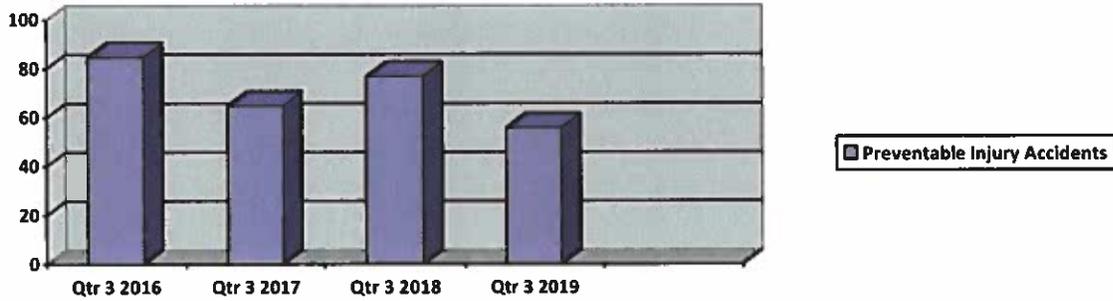


2016 – 264 Preventable Crashes
 2017 – 270 Preventable Crashes
 2018 – 243 Preventable Crashes
 2019 – 267 Preventable Crashes

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All Preventable Injury Crashes During the 3rd Quarter of 2019

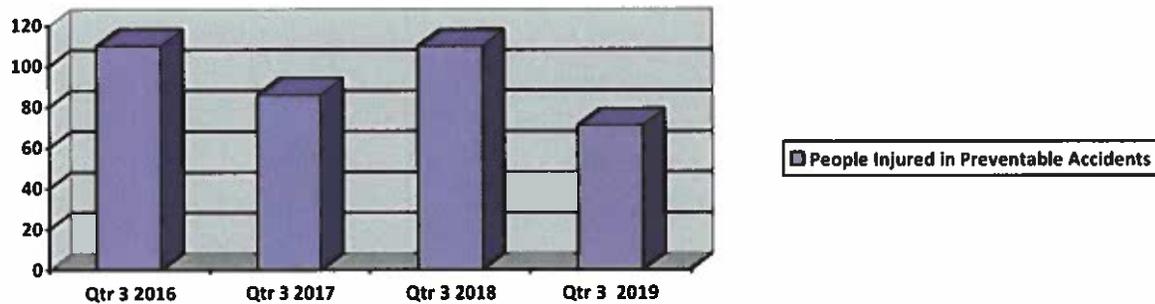
Preventable Injury Crashes have significantly decreased this quarter from the previous three years.



2016 – 85 Preventable Injury Crashes
2017 – 65 Preventable Injury Crashes
2018 – 77 Preventable Injury Crashes
2019 – 56 Preventable Injury Crashes

Total number of People Injured from Preventable Crashes During the 1stth Quarter of 2019

People Injured in Preventable Crashes also decreased to a four year 3rd quarter low.

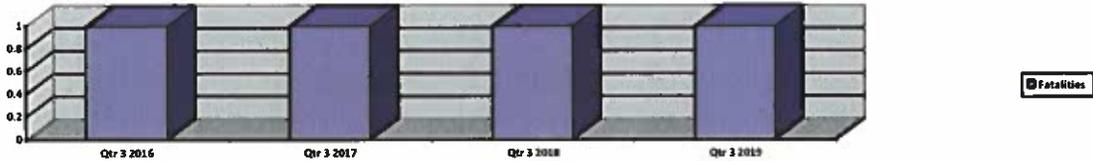


2016 – 110 People injured in crashes
2017 – 86 People injured in crashes
2018 – 110 People injured in crashes
2019 – 71 People injured in crashes

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Report Submission**

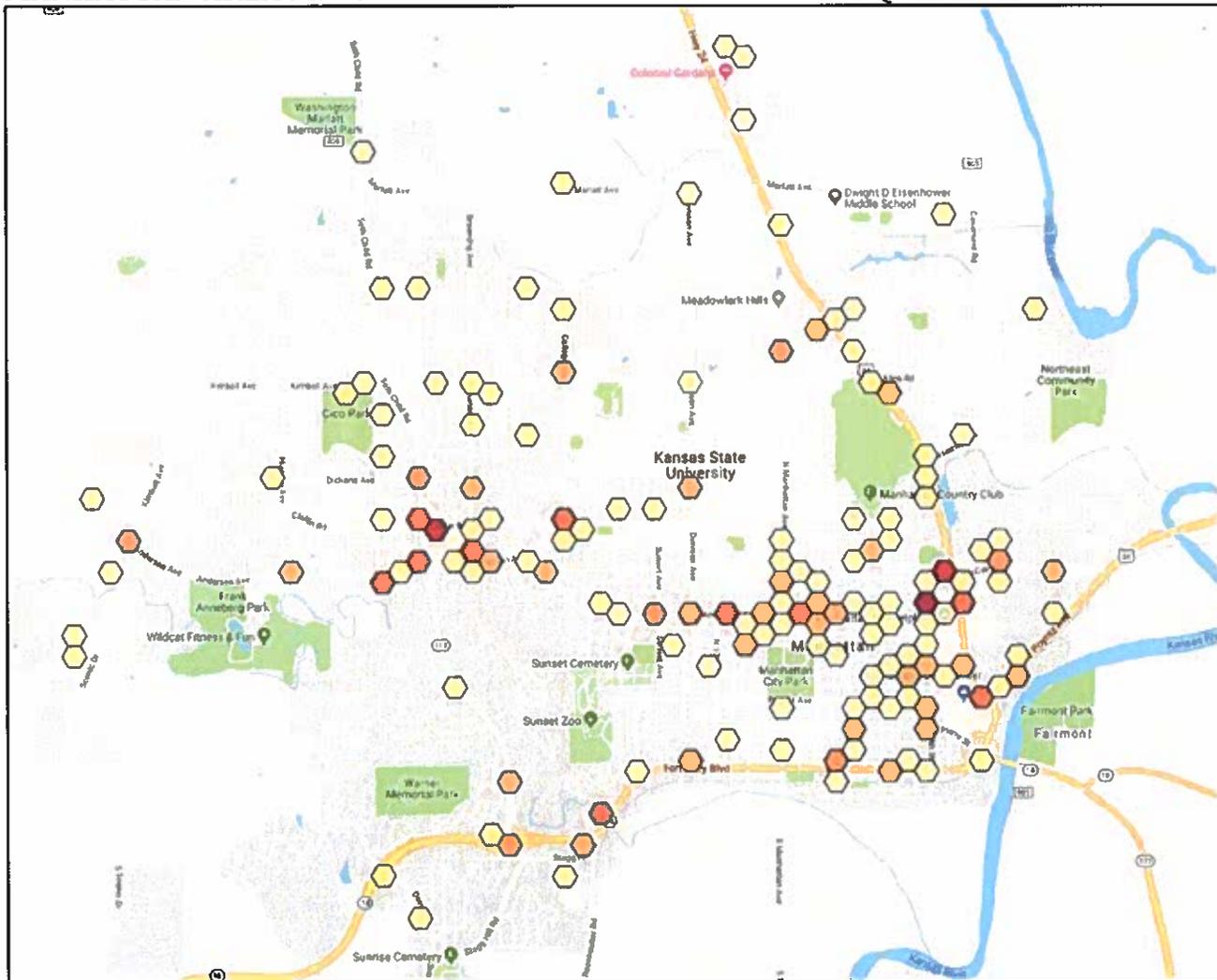
All Preventable Fatal Crashes During the 3rd Quarter of 2019

There was one fatal crash during the 3rd quarter of 2019. This crash involved two passenger vehicles and one semi-truck. The crash took place on a two lane state road with a speed limit of 65 mph. A vehicle had slowed significantly to turn off the roadway. A vehicle travelling behind the slowing vehicle was not giving full attention and failed to slow down. To avoid hitting the slowing vehicle the driver swerved into the oncoming traffic lane and went head on with a semi-truck. The driver of the car that swerved was killed in the accident.



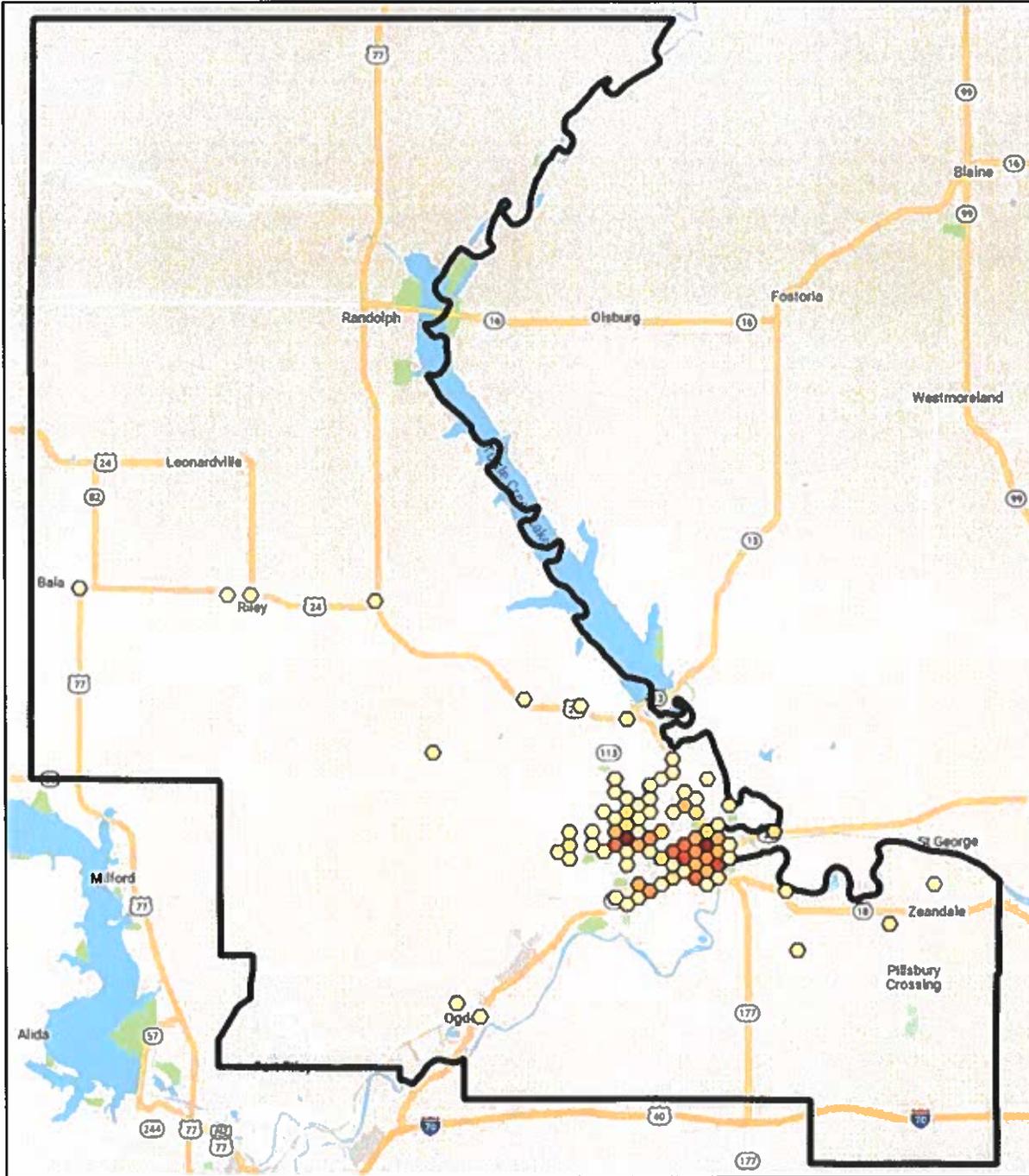
- 2016 - 1 Fatal crash
- 2017 - 1 Fatal crash
- 2018 - 1 Fatal crash
- 2019 - 1 Fatal crash

MANHATTAN AREA DENSITY MAP OF TRAFFIC CRASHES 3rd QUARTER



RILEY COUNTY POLICE DEPARTMENT
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2019 COUNTY WIDE DENSITY MAP OF 3rd QUARTER TRAFFIC CRASHES 2019



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Temporal Density

- 70% of all crashes occurred between 10:00 AM – 6:59 PM
- 60% of crashes happened between 12:00 PM and 6:59 PM
- 37% between 3:00 PM and 6:59 PM
- Monday through Thursday during the 5:00 PM hour and Friday during the 12:00 PM hour all had 7 crashes.
- For evening crashes, the concentration times are Tuesday and Wednesday from 8:00 – 8:59 PM and Friday and Saturday evening from 9:00 – 9:59 PM.

	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	Count	Percentage
Sunday	2	0	3	0	0	0	0	0	0	1	1	1	0	1	4	3	2	1	2	3	2	1	0	1	28	10%
Monday	0	1	0	0	0	1	1	1	2	1	3	1	3	1	4	3	3	7	2	2	0	2	0	0	38	14%
Tuesday	0	3	0	0	0	0	1	0	2	2	1	0	2	3	3	2	4	7	2	0	4	1	2	0	39	15%
Wednesday	0	0	0	0	0	0	0	4	1	2	2	5	2	2	3	2	4	7	3	3	3	0	0	0	43	16%
Thursday	0	0	1	2	0	0	0	0	0	2	3	1	3	4	5	2	4	7	5	1	2	0	0	0	42	16%
Friday	0	0	0	0	0	1	0	2	1	1	2	3	7	4	2	5	6	1	3	1	0	3	0	1	43	16%
Saturday	1	0	0	1	0	0	0	0	0	1	2	0	3	4	3	5	2	2	2	3	0	3	0	2	34	13%
Count	3	4	4	3	0	2	2	7	6	10	14	11	20	19	24	22	25	32	19	13	11	10	2	4	267	
Percentage	1%	1%	1%	1%	0%	1%	1%	3%	2%	4%	5%	4%	7%	7%	9%	8%	9%	12%	7%	5%	4%	4%	1%	1%		

Geographic Hot Spots for 3rd Quarter 2019

- There were 8 crashes that occurred at the roundabout at Bluemont & 4th St.
- Tuttle Creek Blvd & McCall Rd and Claflin Rd & Beechwood Terr had the third-highest count with 7 crashes.
- Fort Riley Blvd & Poliska Rd and Claflin Rd & College Ave had 5 crashes during this quarter.
- The remainder were areas typically fairly high in crash counts (4 each)
 - Claflin Rd & Seth Child Rd
 - Anderson Ave & Seth Child Rd
 - Anderson Ave & Wreath Ave

The Criminal Intelligence Unit (CIU) on a weekly basis determines all Traffic Playbook areas. These areas are selected based upon frequency and seriousness of crashes in single location. Some enforcement areas are based upon citizen complaints. During the 3rd quarter, ARC 2.0 projects were conducted on US Highway 24, Ogden, K-18, Pillsbury Crossing as well as various school zones based upon citizen complaints of careless driving. The watch lieutenants and squad leaders decide strategies used to conduct traffic enforcement in these areas. I have made a request to all patrol officers to step up their traffic enforcement efforts and write Notices to Appear for the top five offenses that cause crashes in place of written or verbal warnings. Officers still have the discretion to issue warnings but a NTA should be the standard for the top five offenses absent any special circumstances.

Our primary strategy for crash reduction in 2019 is enhanced enforcement of traffic laws relevant to the primary causes of crashes in our cities and county.

RILEY COUNTY POLICE DEPARTMENT

Report Submission

26 Preventable Fatality Crashes since May 6, 2014

19-004920	08-08-2019	Thu	17:35 FATALITY 1
13000 Madison Rd. Riley KS			2 vehicle, Driver swerved into traffic, inattention
19-003491	05-31-2019	SUN	12:58 FATALITY 1
USHY 24 at Madison Road			2 Vehicle, failure to yield to cross traffic
19-003574	06-05-2019	WED	10:00 FATALITY 1
USHY 24 .82 miles W of 93rd			1 Vehicle, Driver medical, suspected heart attack
1424577	04-04-2019	THU	08:18 FATALITY 1
USHY 24 at Seth Child Road			1 Vehicle, Driver medical, possible diabetic episode
19-000384	01-17-2019	THU	12:05 FATALITY 1
Anderson Ave 120' West of Sycamore Ln			2 Vehicle, head on, confused elderly driver
18-008136	12-10-2018	MON	23:58 FATALITY 1
USHY 24 50' North of Griffith Drive			1 Vehicle, driver had a Stroke causing Crash
18-007980	12-04-2018	TUE	17:28 FATALITY 1
USHY 24 at Madison Road			3 Vehicles, Failure to yield to cross traffic
18-007717	11-22-2018	THU	05:44 FATALITY 1
6700 block of USHY 24			3 Vehicles, 1 Vehicle Drifted Left of Center
18-004430	07/08/2018	SUN	03:45 FATALITY 1
Interstate 70 at MM 317.9			1 Vehicle Struck Pedestrian in Roadway
17-008847	12/21/2017	THU	17:28 FATALITY 1
COLLEGE AVE & DICKENS AVE			1 Vehicle Struck Pedestrian in Crosswalk
17-008246	11/24/2017	FRI	22:09 FATALITY 1
1800 BLOCK ANDERSON AVE			1 Vehicle Alcohol / Speed related
17-004320	7/1/2017	SAT	12:10 FATALITY 1
USHY 24 & SETH CHILD ROAD			2 Vehicles, Failure to yield to cross traffic
16-007261	11/18/2016	FRI	07:22 FATALITY 1
KIMBALL AVE & COLLEGE AVE			1 Vehicle Speed Related
16-005576	9/12/2016	MON	13:32 FATALITY 1
KIMBALL AVE & DENISON AVE			2 vehicles, Head On Alcohol related
16-001914	3/25/2016	FRI	22:53 FATALITY 1
GUMBO HL & USHY 24			1 Vehicle Alcohol related
16-000874	2/13/2016	SAT	11:02 FATALITY 1
MARLATT & USHY 24			3 Vehicles, Fail to Stop for a Red Light

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15-008272	12/22/2015	TUE	14:25 FATALITY 1
MM 311 US 24			2 Vehicles Failure to Yield
15-006480	10/5/2015	MON	19:15 FATALITY 1
USHY 24 & NORTHFIELD RD			2 Vehicles Alcohol related
15-004030	6/24/2015	WED	02:00 FATALITY 1
US 77 HWY & K82 HWY			1 Motorcycle, Speed and Drivers Ability
15-003347	5/23/2015	SAT	15:29 FATALITY 1
COX CIR & STAGG HILL RD			1 Vehicle, Speed related
15-000342	1/17/2015	SAT	08:47 FATALITY 1
INTERSTATE 70 MM 317			1 Vehicle Speed and inexperienced driver
15-000057	1/2/2015	FRI	16:47 FATALITY 1
SEDAM AVE & DEEP CREEK RD			1 Vehicle Speed and inattention
14-007928	12/7/2014	SUN	04:38 FATALITY 1
SILVER CREEK RD & ANDERSON			1 Vehicle Speed related
14-005008	8/4/2014	MON	16:40 FATALITY 1
FANCY CREEK RD & US 77			2 Vehicles, Speed related
14-004178	6/26/2014	THU	19:10 FATALITY 1
PILLSBURY DR MM 102			Truck vs. Bicyclist Inattention
14-003116	5/6/2014	TUE	07:26 FATALITY 1
USHY 24 & TUTTLE TER			2 Vehicle fail to stop for a stop sign, drug related

**RILEY COUNTY POLICE DEPARTMENT
Report Submission**

To:	Director Dennis P. Butler		
Thru:	Assistant Director Kurt Moldrup		
Thru:	Captain Tim Hegarty		
From:	Lieutenant Brad Ingalls		
Position:	SIU Supervisor	Division:	Investigations
Report Title:	Seizure and Forfeiture Report		
Rpt Freq./Year:	3 rd Quarter, 2019		
Policy #:	84.1.8		
Date:	September 27, 2019		

Seizures made during the 3rd Quarter of 2019

CASE	DESCRIPTION OF PROPERTY	OWNER	SENT TO COLIN WOOD

*Denotes vehicle is stored off-site

Active Seizures as of 3rd Quarter of 2019

CASE	DESCRIPTION OF PROPERTY	OWNER	STATUS OF SEIZURE
10-002517	\$1,281 +/-		On 02/23/2018 filed memo in Power DMS in reference to seizures. The County Attorney's Office was notified at this time on the status of each case.
11-005310	\$768.00 +/- Adding \$10.00 from previous report found during Lt. Mills audit of money in the vault. The ECR showed the correct total 11/08/2016		On 02/23/2018 filed memo in Power DMS in reference to seizures. The County Attorney's Office was notified at this time on the status of each case.
11-008507	\$1,269.00 +/-		On 02/23/2018 filed memo in Power DMS in reference to seizures. The County Attorney's Office was notified at this time on the

**RILEY COUNTY POLICE DEPARTMENT
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			status of each case.
12-002714	\$800.00 +/-		On 02/23/2018 filed memo in Power DMS in reference to seizures. The County Attorney's Office was notified at this time on the status of each case.
19-004000	\$3,098 +/-		07/09/2019 sent to Colin Wood and initial seizure information submitted to KBI.

Completed Seizures 3rd Quarter of 2019

CASE	DESCRIPTION OF PROPERTY	OWNER	STATUS OF SEIZURE



Monthly Report

October 2019

Alyssa Green, 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 may 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).



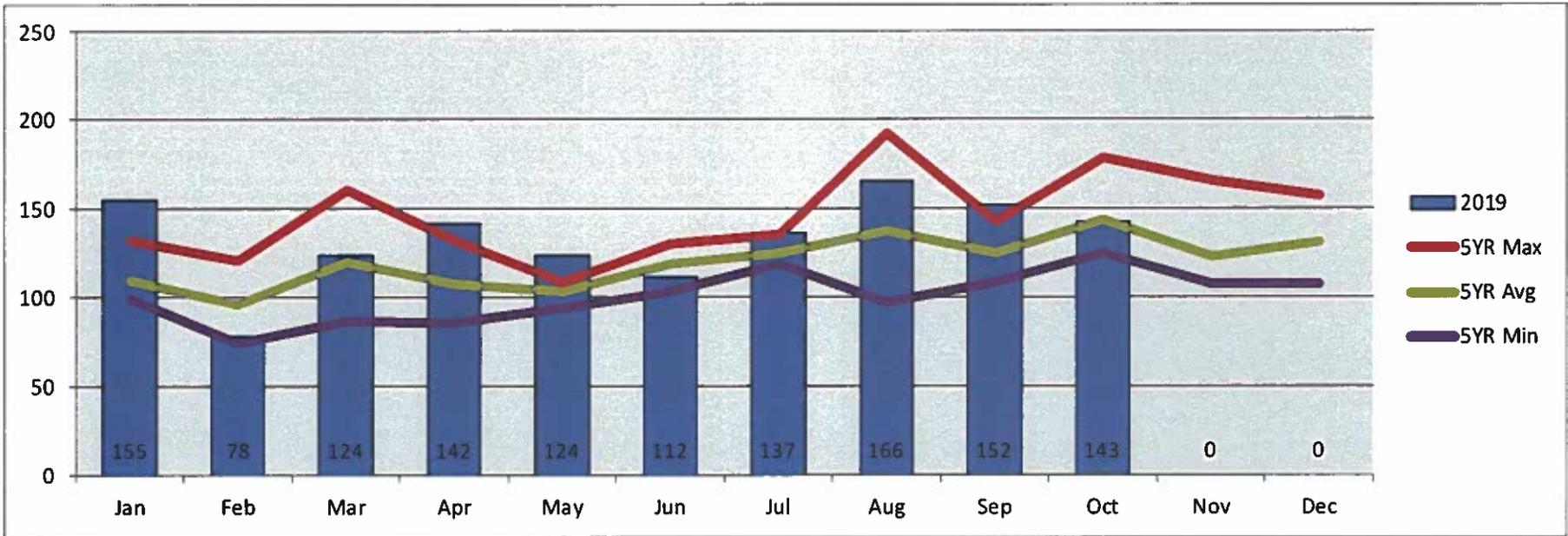
Part I Crime

Offense Codes: 0100-0810

All Data As Of: 10/31/19 11:59 PM

- Part 1 crime in October 2019 was right on average compared to the past 5 years (.07% decrease).
- Year to date, 2019 is 12.2% higher than the 5 year average.
- Part 1 violent crime is below the 5 year average, and Part 1 property crime slightly above the 5 year average.
- Part 1 total crime is projected to be 9.3% higher than 2018 and 12.2% higher than the 5 year average.

	Oct	Year to Date	Yearly Total
2014	144	1058	1273
2015	125	1144	1417
2016	125	1215	1448
2017	148	1306	1594
2018	178	1216	1481
2019	143	1333	
% Change	-19.7%	+9.6%	+9.3%
Yearly Projection:			1619



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2014	100	74	87	86	105	113	121	119	109	144	107	108
2015	111	101	105	132	106	130	128	97	109	125	121	152
2016	99	121	125	107	109	103	136	147	143	125	114	119
2017	132	99	161	97	94	127	119	192	137	148	166	122
2018	108	84	124	113	100	123	123	134	129	178	107	158
2019	155	78	124	142	124	112	137	166	152	143	0	0

Includes Part 1 crimes that were the primary offense only.



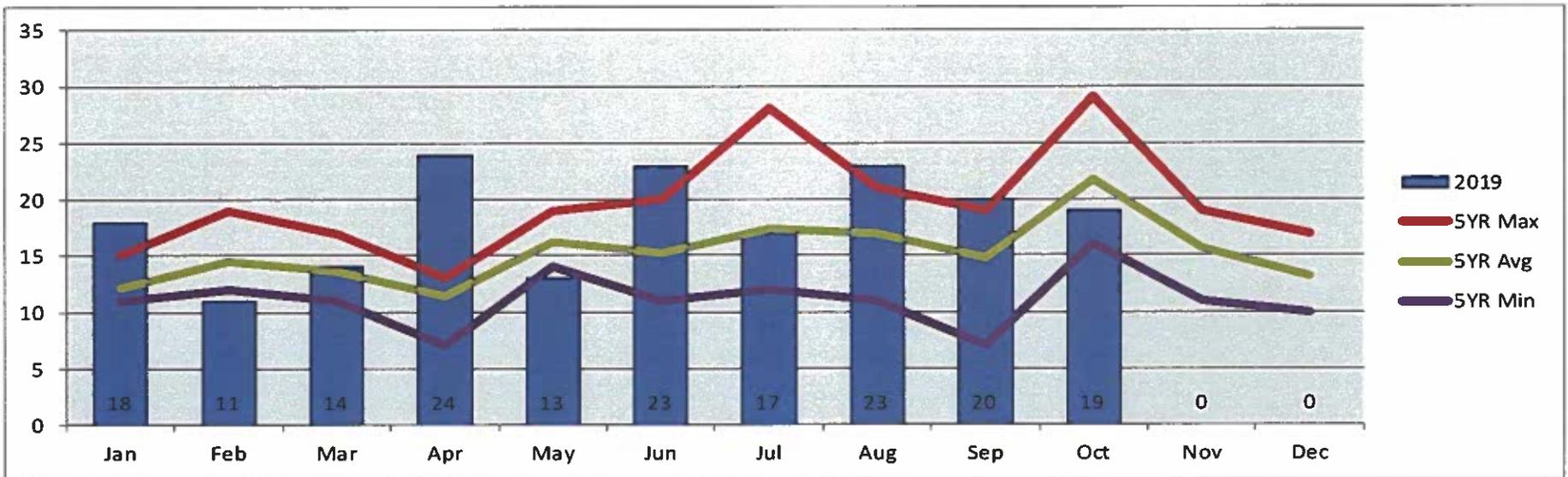
Part 1 Violent Crimes

Offense Codes: 0100-0440

All Data As Of: 10/31/19 11:59 PM

- October 2019 was 12.8% lower than the 5 year average in Part 1 violent crimes.
- Year to date, 2019 is 18.2% higher than the 5 year average.
- It is projected that there will be fewer violent crimes reported than 2018, but more crimes than the yearly total 5 year average.
- There were 11 aggravated assaults / batteries, 5 rapes, and 3 robberies reported during October 2019.

	Oct	Year to Date	Yearly Total
2014	24	136	162
2015	16	141	164
2016	16	141	166
2017	24	162	198
2018	29	190	224
2019	19	182	
% Change	-34.5%	-4.2%	-3.6%
Yearly Projection:			216



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2014	11	12	12	7	17	15	12	19	7	24	16	10
2015	11	12	13	13	16	17	18	11	14	16	11	12
2016	13	13	11	12	19	11	13	17	16	16	13	12
2017	11	16	15	13	15	13	16	21	18	24	19	17
2018	15	19	17	12	14	20	28	17	19	29	19	15
2019	18	11	14	24	13	23	17	23	20	19	0	0

Includes Part 1 violent crimes that were the primary offense only.

53.



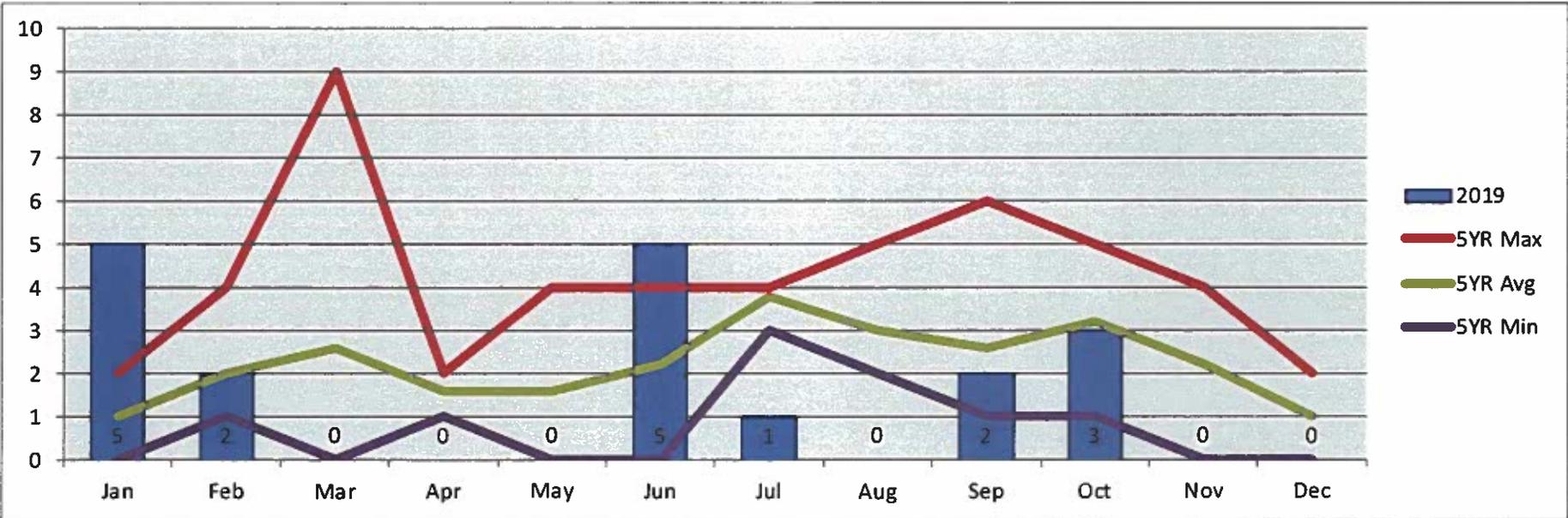
Robbery

Offense Codes: 0310

All Data As Of: 10/31/19 11:59 PM

- There were 3 robberies that occurred during October 2019.
- There were suspects identified in 2 of the 3 incidents.
- One of the incidents occurred in Aggieville.

	Oct	Year to Date	Yearly Total
2014	5	26	29
2015	1	21	23
2016	4	27	29
2017	1	18	23
2018	5	26	30
2019	3	18	
% Change	-40.0%	-30.8%	-31.7%
Yearly Projection:			21



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2014	1	2	2	2	1	4	4	4	1	5	2	1
2015	1	2	1	2	0	2	4	2	6	1	0	2
2016	2	1	9	1	2	0	4	2	2	4	2	0
2017	0	1	0	2	1	3	3	5	2	1	4	1
2018	1	4	1	1	4	2	4	2	2	5	3	1
2019	5	2	0	0	0	5	1	0	2	3	0	0



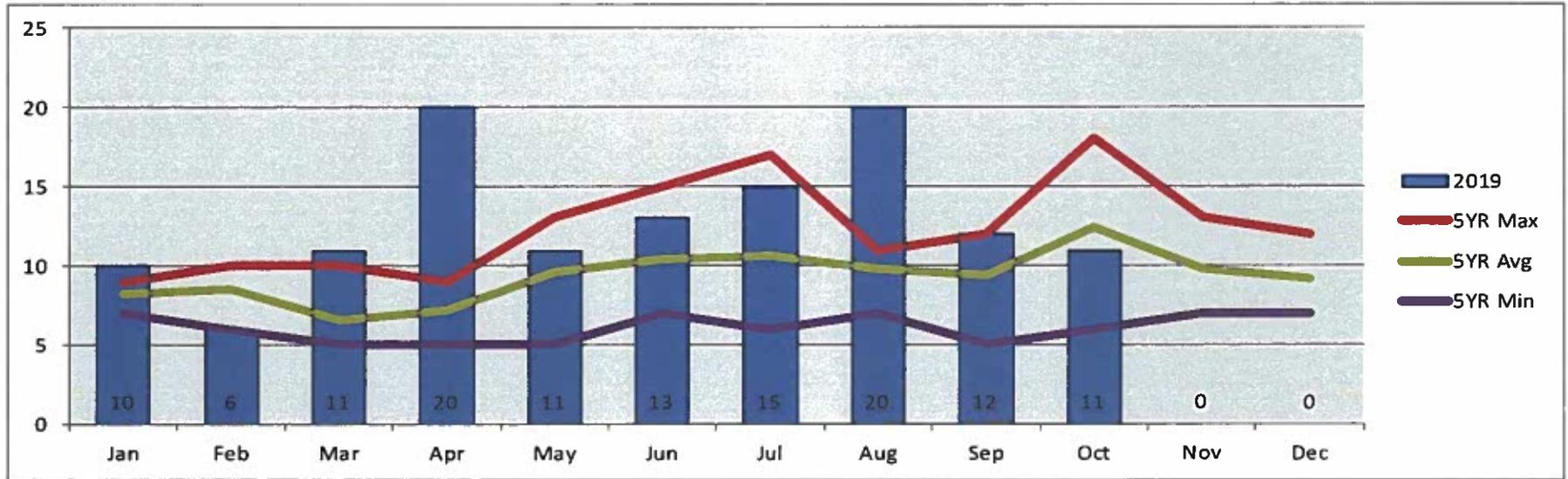
Aggravated Assault and Battery

Offense Codes: 0410-0440

All Data As Of: 10/31/19 11:59 PM

	Oct	Year to Date	Yearly Total
2014	17	84	101
2015	6	90	108
2016	8	87	102
2017	18	96	116
2018	13	107	132
2019	11	129	
% Change	-15.4%	+20.6%	+17.6%
Yearly Projection:			155

- There were 5 aggravated assaults and 6 aggravated batteries that occurred in October 2019.
- This is a 11.3% decrease compared to the 5 year average.
- There were 6 DV incidents reported during this month.



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2014	9	6	6	5	12	7	6	11	5	17	10	7
2015	7	10	7	9	13	11	13	7	7	6	9	9
2016	7	9	5	9	12	9	6	11	11	8	7	8
2017	9	10	5	5	5	10	11	11	12	18	10	10
2018	9	8	10	8	6	15	17	9	12	13	13	12
2019	10	6	11	20	11	13	15	20	12	11	0	0

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

55.



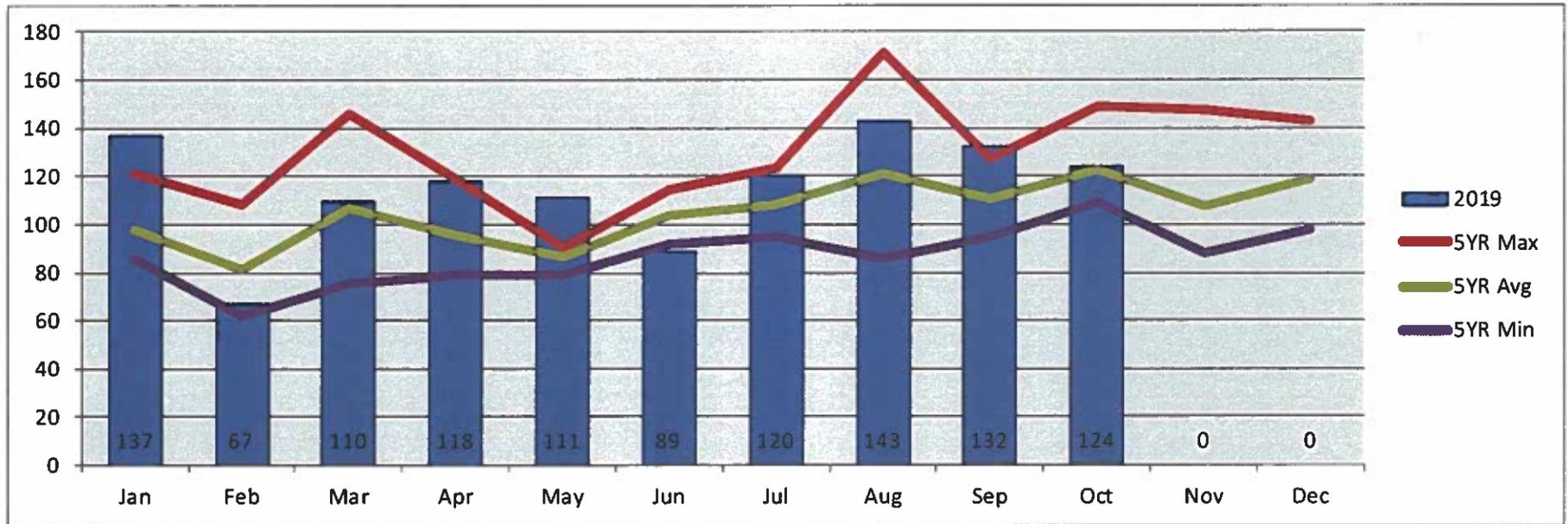
Part I Property Crime

Offense Codes: 0500-0810

All Data As Of: 10/31/19 11:59 PM

	Oct	Year to Date	Yearly Total
2014	120	922	1111
2015	109	1003	1253
2016	109	1074	1282
2017	124	1144	1396
2018	149	1026	1257
2019	124	1151	
% Change	-16.8%	+12.2%	+11.6%
Yearly Projection:			1402

- Part 1 property crime is down 16.8% from October 2018, and up 1.5% from the 5 year average.
- The property crime for October 2019 included 15 structural burglaries, 17 larcenies from motor vehicles, 13 auto thefts, and 0 arson. The rest of the incidents were larcenies (79 incidents).



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2014	89	62	75	79	88	98	109	100	102	120	91	98
2015	100	89	92	119	90	113	110	86	95	109	110	140
2016	86	108	114	95	90	92	123	130	127	109	101	107
2017	121	83	146	84	79	114	103	171	119	124	147	105
2018	93	65	107	101	86	103	95	117	110	149	88	143
2019	137	67	110	118	111	89	120	143	132	124	0	0

Includes Part 1 property crimes that were the primary offense only.



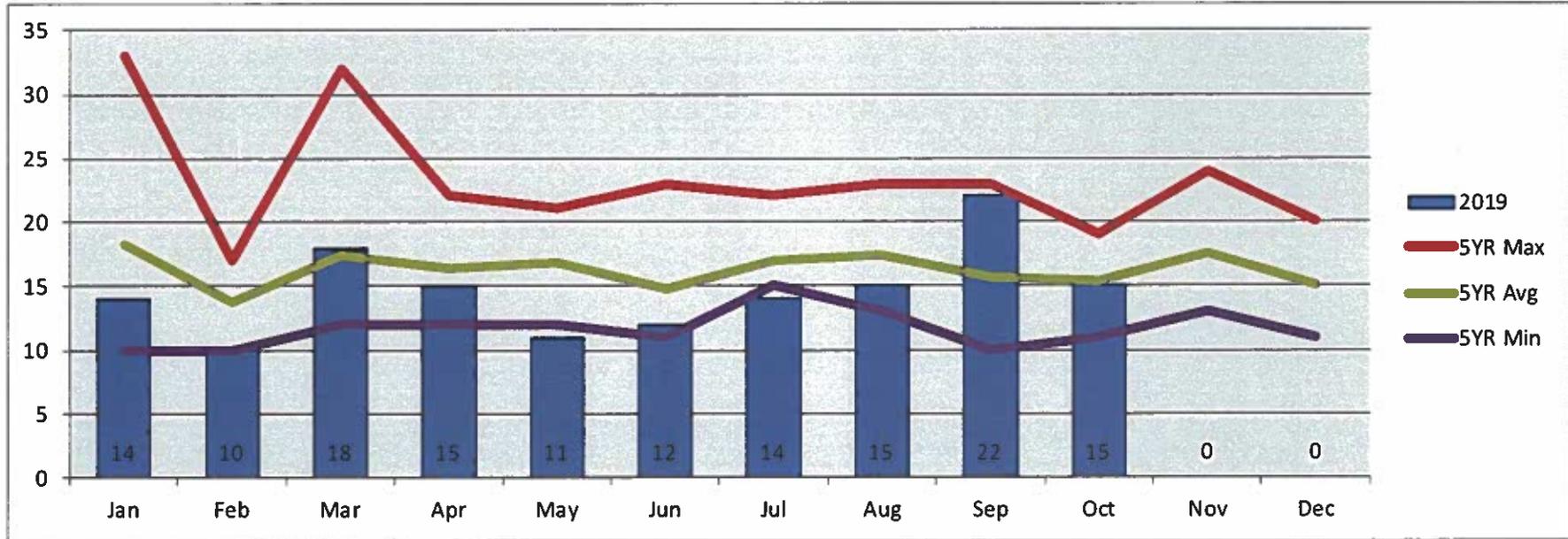
Structural Burglary

Offense Code: 0510

All Data As Of: 10/31/19 11:59 PM

	Oct	Year to Date	Yearly Total
2014	19	152	179
2015	15	167	207
2016	14	149	179
2017	18	211	244
2018	11	135	168
2019	15	146	
% Change	+36.4%	+8.1%	+4.5%
Yearly Projection:			176

- Structural burglaries are 2.6% below the 5 year average for October.
- All but one occurred in Manhattan, the other one was in Ogden.
- There were 4 commercial burglaries and 11 residential burglaries.
- Six of the burglaries were aggravated.



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2014	16	12	12	16	17	12	17	21	10	19	16	11
2015	19	17	15	22	12	17	22	14	14	15	24	16
2016	10	16	16	14	17	11	15	13	23	14	13	17
2017	33	14	32	18	21	23	16	23	13	18	22	11
2018	13	10	12	12	17	11	15	16	18	11	13	20
2019	14	10	18	15	11	12	14	15	22	15	0	0

57



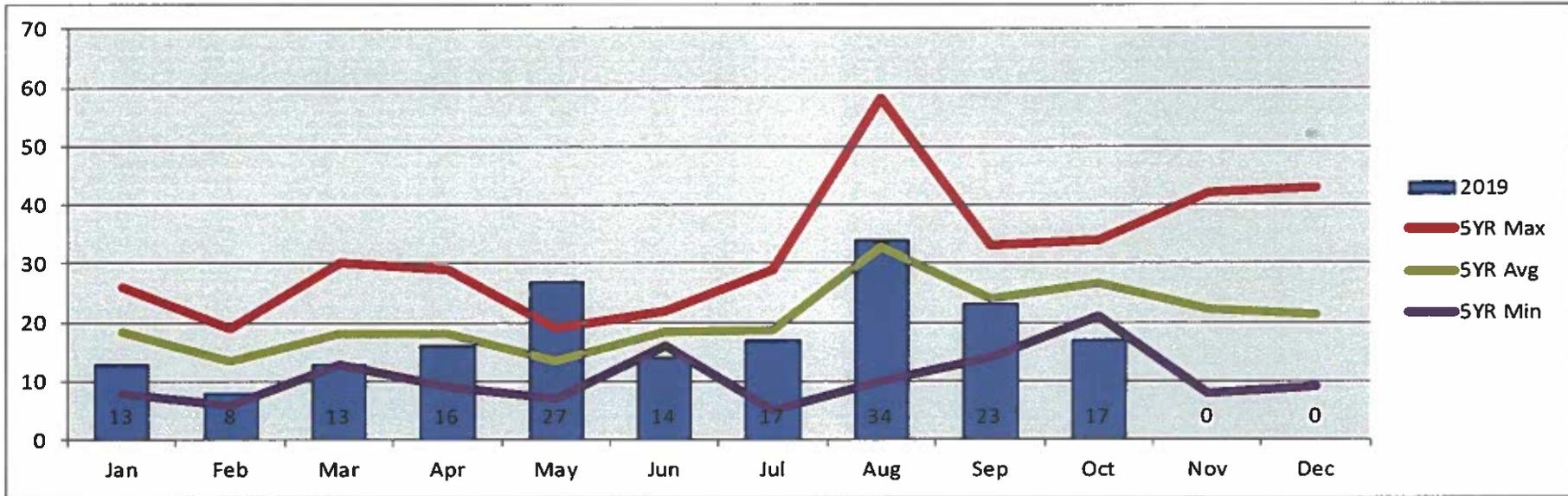
Vehicle Burglary

Offense Code: 0640

All Data As Of: 10/31/19 11:59 PM

- Compared to the 5 year average, there was a 36.1% decrease in vehicle burglaries.
- It is projected that there will be a 10.4% decrease in the yearly total for vehicle burglaries compared to the average of the past 5 years.
- The vehicles were unlocked in 8 of the incidents.

	Oct	Year to Date	Yearly Total
2014	23	155	189
2015	25	189	264
2016	30	241	272
2017	21	229	290
2018	34	195	212
2019	17	182	
% Change	-50.0%	-6.7%	+3.9%
Yearly Projection:			220



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2014	21	6	14	9	12	17	29	10	14	23	15	19
2015	8	19	14	29	19	16	17	15	27	25	32	43
2016	19	13	20	18	15	21	26	53	26	30	14	17
2017	18	15	30	21	14	16	16	58	20	21	42	19
2018	26	14	13	13	7	22	5	28	33	34	8	9
2019	13	8	13	16	27	14	17	34	23	17	0	0



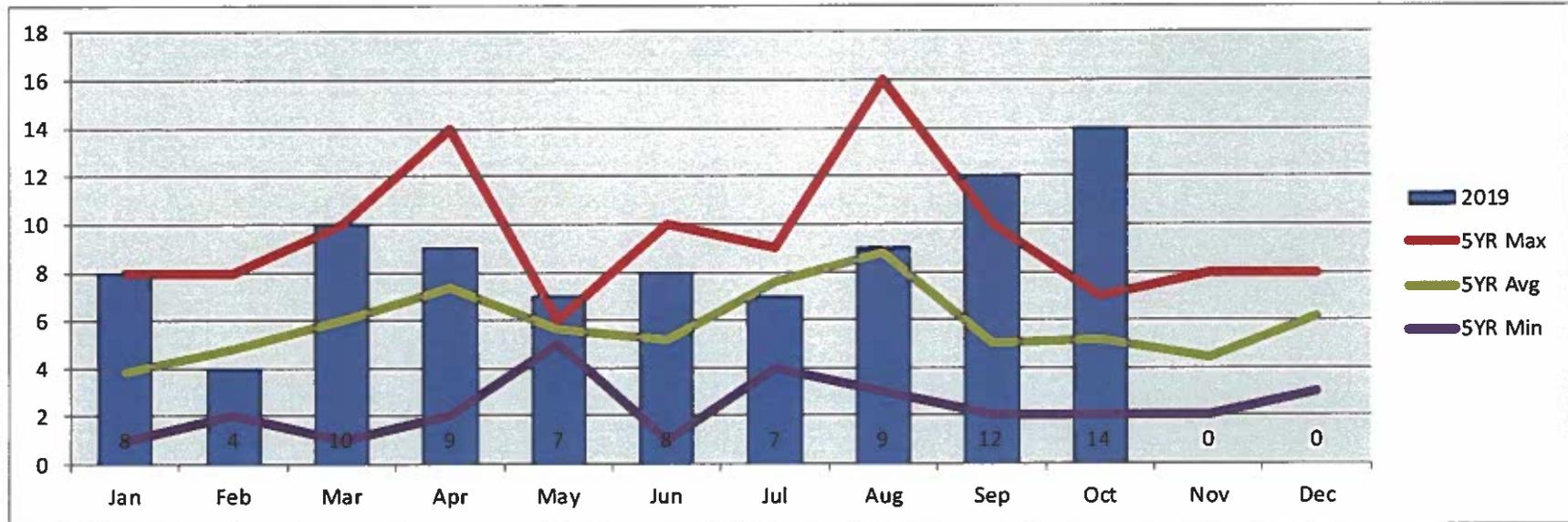
Motor Vehicle Thefts

Offense Code: 0710

All Data As Of: 10/31/19 11:59 PM

	Oct	Year to Date	Yearly Total
2014	2	26	32
2015	6	63	75
2016	5	63	71
2017	7	73	86
2018	6	72	86
2019	14	88	
% Change	+133.3%	+22.2%	+21.1%
Yearly Projection:			104

- Motor vehicle thefts are 133.3% above October 2018 and 169.2% above the 5 year average.
- This is the second month that the number of motor vehicle thefts is above the 5 year max.
- In 4 of the 14 incidents the keys were available in the vehicle when it was stolen.
- Nine of the 14 vehicles have been recovered as of 11/8/2019. Six of the recovered vehicles were recovered in another jurisdiction.
- There have been 71 recovered vehicles in the incidents that have occurred this year.



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2014	2	2	1	2	6	1	4	3	3	2	3	3
2015	3	8	10	14	5	3	8	4	2	6	4	8
2016	5	6	7	5	6	4	9	11	5	5	2	6
2017	8	5	5	5	6	8	8	16	5	7	5	8
2018	1	3	7	11	5	10	9	10	10	6	8	6
2019	8	4	10	9	7	8	7	9	12	14	0	0

5/19

60.



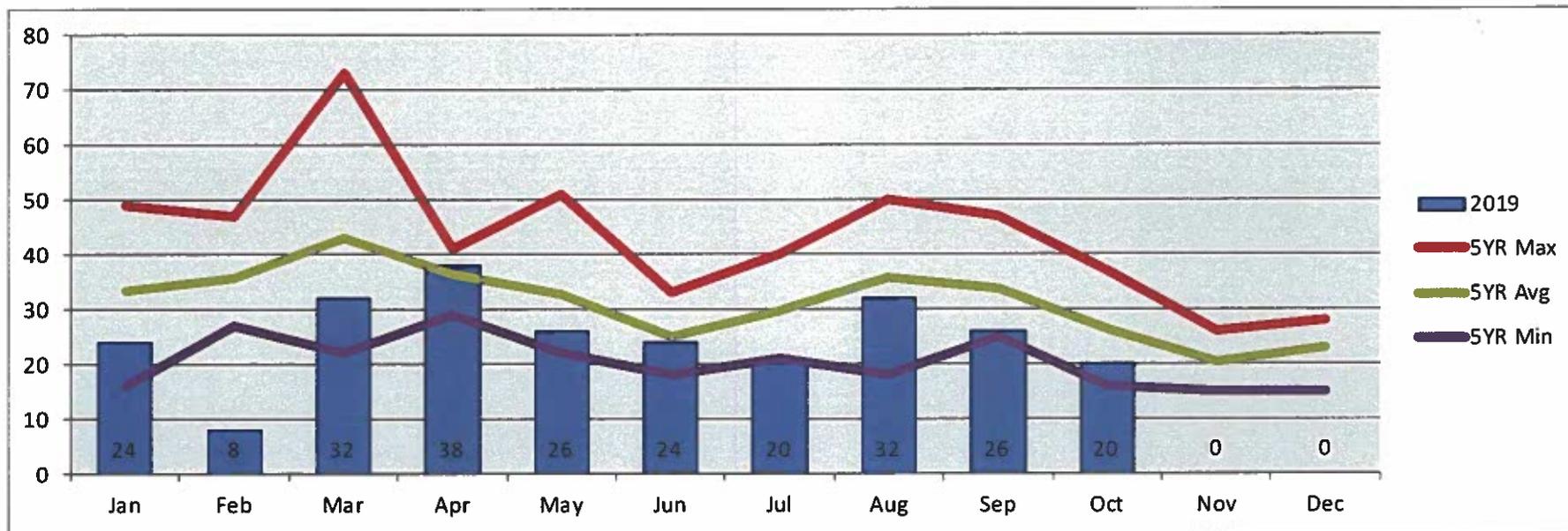
DUIs

Offense Code: 2110

All Data As Of: 10/31/19 11:59 PM

➤ The number of DUIs for October 2019 is 24.2% below the 5 year average.

	Oct	Year to Date	Yearly Total
2014	37	396	442
2015	35	426	478
2016	25	339	380
2017	16	231	266
2018	19	269	312
2019	20	250	
% Change	+5.3%	-7.1%	-9.1%
Yearly Projection:			283



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2014	36	32	73	41	40	25	31	50	31	37	19	27
2015	49	46	43	41	51	33	40	41	47	35	26	26
2016	40	47	41	31	25	22	31	40	37	25	22	19
2017	26	27	22	29	25	18	21	18	29	16	20	15
2018	16	27	36	40	22	28	26	30	25	19	15	28
2019	24	8	32	38	26	24	20	32	26	20	0	0



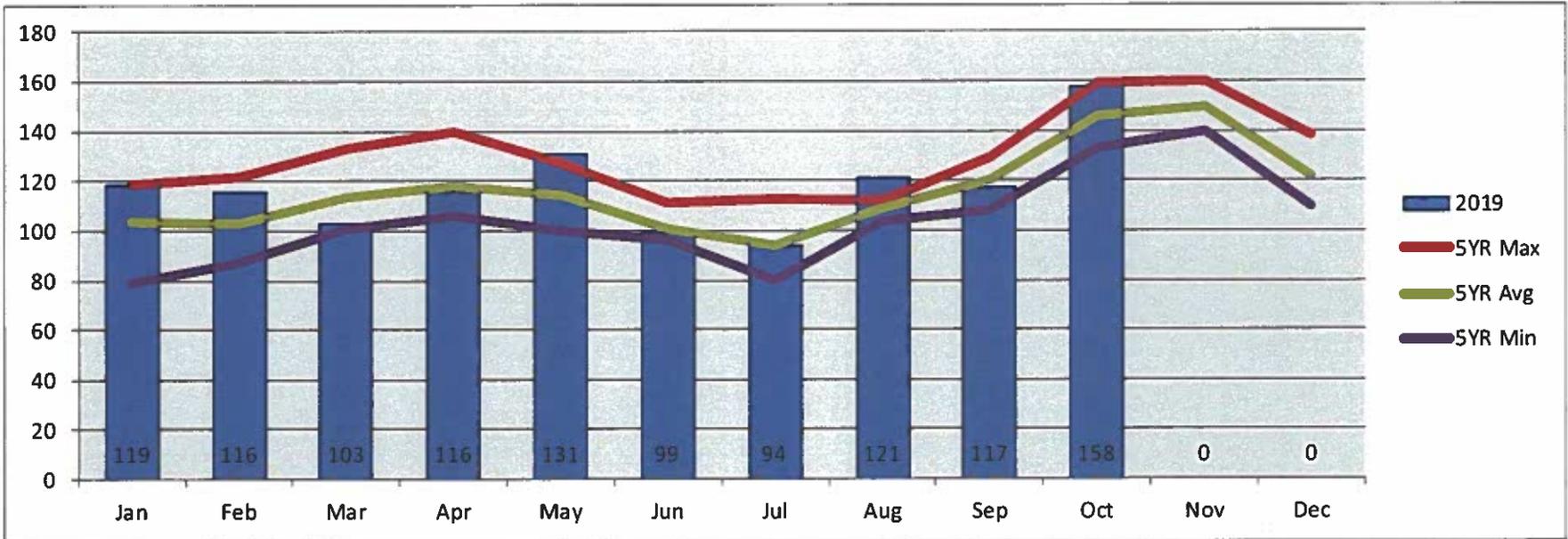
Traffic Accidents

Offense Codes: 5050-5051

All Data As Of: 10/31/19 11:59 PM

- The number of traffic accidents in October 2019 is 8.7% above the 5 year average.
- Historically October and November are the months with the most accidents.

	Oct	Year to Date	Yearly Total
2014	149	1148	1404
2015	146	1134	1410
2016	133	1081	1364
2017	159	1115	1387
2018	140	1126	1396
2019	158	1174	
% Change	+12.9%	+4.3%	+4.5%
Yearly Projection:			1458



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2014	114	122	133	120	109	96	80	111	114	149	146	110
2015	95	114	106	106	114	103	113	108	129	146	140	136
2016	110	93	101	107	100	111	95	104	127	133	145	138
2017	79	87	101	140	127	97	89	112	124	159	157	115
2018	119	98	127	115	121	97	92	109	108	140	160	110
2019	119	116	103	116	131	99	94	121	117	158	0	0

601

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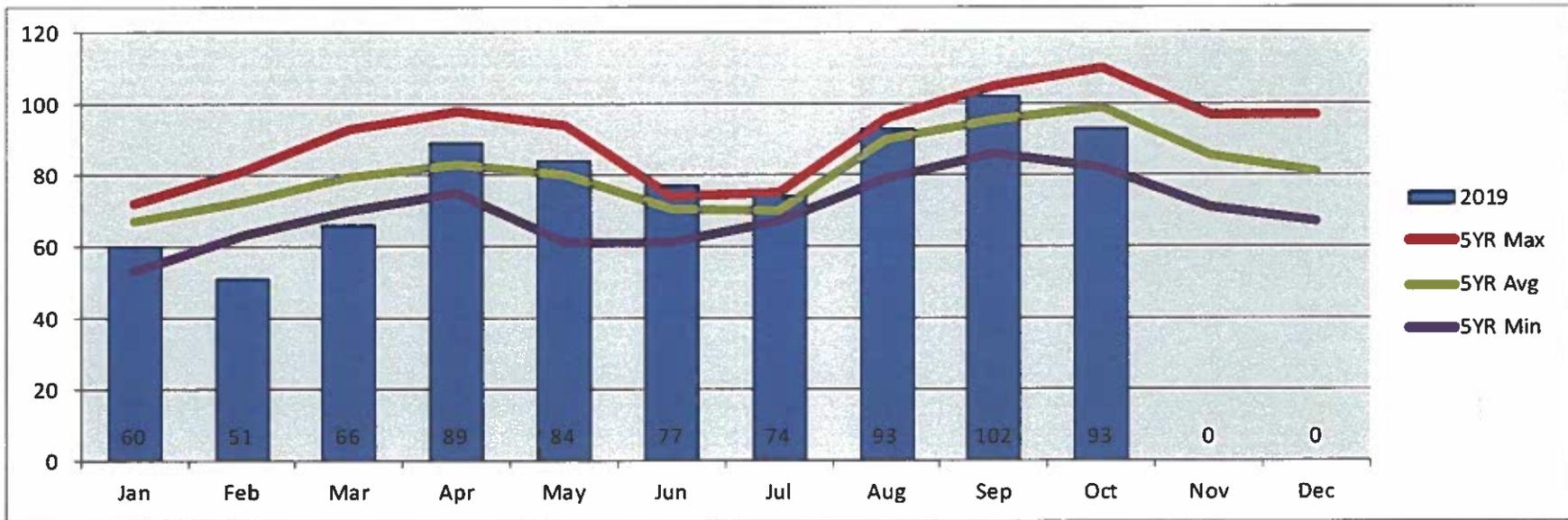
Preventable Traffic Accidents

Offense Codes: 5050-5051

All Data As Of: 10/31/19 11:59 PM

➤ Number may change as data entry corrections continue.

	Oct	Year to Date	Yearly Total
2014	98	793	948
2015	110	825	993
2016	102	805	998
2017	104	825	991
2018	82	792	943
2019	93	789	
% Change	+13.4%	-0.4%	+0.9%
Yearly Projection:			951



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2014	71	70	78	88	83	61	67	91	86	98	88	67
2015	72	81	83	75	71	73	75	94	91	110	71	97
2016	69	81	74	80	61	74	69	90	105	102	97	96
2017	53	67	70	98	92	73	68	96	104	104	90	76
2018	71	63	93	75	94	71	71	79	93	82	82	69
2019	60	51	66	89	84	77	74	93	102	93	0	0

Riley County Police Department

1001 South Seth Child Road
Manhattan, Kansas 66502

(785) 537-2112

www.RileyCountyPolice.org



RILEY COUNTY
POLICE DEPARTMENT

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

63.

MEMORANDUM OF AGREEMENT

THIS AGREEMENT is made this 9th day October 2019, between Kansas State University (also referred to herein as the "University") through its Police Department, hereinafter referred to as "KSUPD", and the Riley County Police Department, hereinafter referred to as "RCPD".

RECITALS

The parties recite:

- A. Kansas State University is a State of Kansas supported institution of higher learning, with its main campus in Riley County, Kansas, and the City of Manhattan.
- B. KSUPD is a university law enforcement agency and a department of the University and, pursuant to K.S.A.22-2401a(4), its officers may exercise their police powers on property owned, occupied, or operated by the University, its affiliated corporations including (but not necessarily limited to) The Kansas State University Foundation, K-State Athletics, Inc., K-State Alumni Association, at the site of and during a function or academic program sponsored by the University and those properties and locations specifically identified in Article I, Section 1.02 of this Agreement (the "University Property").
- C. Also pursuant to K.S.A.22-2401a(4), KSUPD officers may exercise their police powers on property owned, occupied, or operated by a fraternity, sorority or other student group associated with (but legally separate from) the University ("Student Group Property").
- D. Also Pursuant to K.S.A. 22-2401a(4), KSUPD officers may exercise their police powers on the streets, property and highways immediately adjacent to and coterminous with University Property and Student Group Property; anywhere when in fresh pursuit of a person or vehicle occupied by a person(s) who has committed a crime or who is reasonably suspected of having committed a crime on University Property or other property for which KSUPD has authority to exercise its powers; and may transport any persons in their custody to an appropriate facility, wherever it may be located.
- E. Also pursuant to K.S.A 22-2401a(4)(d), when there is reason to believe that a violation of state law, a county resolution, or a city ordinance has occurred on University Property or Student Group Property, or on the on the streets, property and highways immediately adjacent to and coterminous with University Property and/or Student Group Property, KSUPD officers may, with appropriate notification to and coordination with RCPD, investigate and arrest persons for such violations anywhere in the city where such properties are located.
- F. Also pursuant to K.S.A. 22-2401a(4)(c), KSUPD officers may exercise their police powers anywhere within the City Limits of the City of Manhattan, and anywhere within Riley County, when such exercise of powers is necessary to protect the health, safety and welfare of University students and faculty; *provided, however*, that such powers may not be exercised unless and until an agreement has been entered into between RCPD and KSUPD defining the geographical scope of the jurisdiction conferred, circumstances requiring the extended jurisdiction, the scope of law enforcement powers, and the duration of the agreement; *provided further*, that any such agreement must also be approved by the Manhattan City Commission and the Board of County Commissioners of Riley County before it may take effect; *provided further*, that any such agreement must also be approved by the President of Kansas State University before it may take effect; and *provided further* that to the extent any such agreement extends to that portion of the City of Manhattan situated in Pottawatomie County, it must also be approved by the Board of County Commissioners of Pottawatomie County before it may take effect.

- G. Pursuant to K.S.A. 22-2401a(6) and applicable case law, KSUPD officers may exercise their police powers in any areas of the City of Manhattan or Riley County not otherwise specified herein when they receive a request for assistance from RCPD.
- H. RCPD is a consolidated law enforcement agency having the authority and responsibility to enforce applicable state and local laws and provide police protection throughout Riley County, including the City of Manhattan. The Riley County Law Enforcement Agency (commonly known as the "Law Board") is charged by law with oversight responsibility with respect to RCPD.
- I. Therefore, and because the overlapping and concurrent territorial jurisdictions of RCPD and KSUPD, the respective Departments desire to enter into this Agreement concerning where their officers may exercise their police powers and otherwise share information.

The parties set out their mutual agreements as follows, incorporating the above recitals:

Article 1.
PATROL SERVICES

Section 1.01 General Jurisdictional Parameters--Primary and Secondary Responsibility.

- 1. KSUPD shall have primary responsibility and jurisdiction to respond to and investigate incidents, which occur on University Property. RCPD shall have secondary responsibility and jurisdiction to respond to and investigate incidents which occur on University Property.
- 2. RCPD shall have primary responsibility and jurisdiction and KSUPD shall have secondary responsibility and jurisdiction to respond to and investigate incidents, which occur on Student Group Property, as well as other areas in which large numbers of University students frequent and congregate off University Property, such as Aggieville. Such incidents may include criminal offenses, traffic accidents and requests for assistance. Generally KSUPD will respond to such requests for assistance, if available, to assist RCPD as and when RCPD deems it necessary.

Section 1.02 University Property Separate from Main Campus.

- 1. The following properties are acknowledged as owned, operated or occupied by the University, and while not adjacent to the main Manhattan campus, are located in Riley County and are expressly included as part of "University Property" for purposes of this Agreement:
 - a. 2323 Anderson Avenue, Manhattan KS;
 - b. Acreage at 3410 Top of World Drive;
 - c. Golf Course Management and Turf Management: 1700 Barnes Rd;
 - d. Beef Stocker Unit: 4330 Marlatt Ave.;
 - e. Library Annex: 5980 Corporate Dr.;
 - f. Konza Prairie: 100 Konza Prairie Ln. (Guest house #1 is at 300 Konza Prairie Ln. and #2 is at 320 Konza Prairie Ln.); and
 - g. Ashland Bottoms: 2850 W. 32nd Ave.

Section 1.03 Jurisdiction on Non-University Property.

1. RCPD and KSUPD agree that the exercise of police powers by KSUPD, when off University Property, shall occur only after making a reasonable attempt to provide appropriate notification of and coordination with RCPD, as applicable and reasonable under the circumstances. Notification and coordination shall be to the Director of the Riley County Police Department or his/her designee.
2. Specifically, but without limiting the foregoing, as demonstrated on Exhibit A and incorporated here ("Student Neighborhoods"), KSUPD has jurisdiction secondary to RCPD on criminal matters and may enforce traffic regulations in the Student Neighborhoods. KSUPD also may assist in perimeter holding duties to help RCPD, which takes primary responsibility for criminal matters, in the Student Neighborhoods.
3. Student Neighborhoods marked on Exhibit A include the following road boundaries around the University:
 - a. East Side of Campus: From North Manhattan and Bluemont east to N 11th Street. N 11th Street North to Claflin. Claflin west from 11th to McCain Lane. McCain Lane north to North Manhattan. North Manhattan to Kimball.
 - b. South Side of Campus: From Anderson Ave and 14th Street south on 14th Street to W Laramie Street. West on W Laramie Street to Fairchild Terrace. Fairchild Terrace West to Sunset Ave. Sunset Ave north to Anderson Avenue.
 - c. West Side of Campus: Anderson Ave and Denison Avenue north to Jardine Dr. Jardine Dr. west to College Ave. College Ave south to Claflin Rd. Claflin Rd east to Wharton Manor Rd. Wharton Manor Rd south to Tecumseh Rd. Tecumseh Rd east to Quivera Dr. Quivera Dr, south to College Heights Rd. College Heights Rd west to Lee St. Lee St south to Hunting Ave. Hunting Ave east to Sunset Ave. Sunset Ave south to Anderson Ave.
4. Roadways.
 - a. KSUPD shall have the primary responsibility to respond to and investigate incidents which occur on the following roadways that border the University's main campus:
 - i. Kimball Avenue from Denison Avenue to College Avenue (inclusive of all intersections).
 - ii. Denison Avenue from Anderson Avenue to Marlatt Avenue
 - b. RCPD shall have primary responsibility to respond to and investigate incidents which occur on the following roadways that border the University main campus:
 - i. Manhattan Avenue from Anderson Avenue to Kimball Avenue (inclusive of the intersections);
 - ii. Anderson Avenue from Manhattan Avenue to Denison Avenue (inclusive of the intersections); and
 - iii. College Avenue from Claflin Avenue to Purcell Road (inclusive of the intersections).
 - c. All other roadways not on the University's main campus are the primary responsibility of RCPD. KSUPD officers may be asked to assist with traffic control if needed, and exercise police powers as otherwise set forth herein.

5. Parking enforcement in Student Neighborhoods and other adjacent roadways to campus shall remain solely the responsibility of RCPD.
6. RCPD and KSUPD agree that KSUPD Officers may exercise applicable police powers, as follows:
 - a. in any place when in fresh pursuit of a person or vehicle occupied by a person(s) who has committed a crime or who is reasonably suspected of having committed a crime on University Property or other property for which KSUPD has authority to exercise its powers;
 - b. to transport persons in custody to an appropriate facility, wherever located;
 - c. when such request for assistance has been made by officers from the area for which assistance is requested; and
 - d. to conduct investigations and make arrests within the city of Manhattan, Kansas but off University Property, when there is reason to believe that a violation of law has occurred on University Property.
7. Special Locations
 - a. National Bio and Agro-Defense Facility: RCPD shall have primary responsibility and jurisdiction to respond to alarms and investigate incidents that occur on NBAF property. KSUPD shall have secondary responsibility and jurisdiction to respond to alarms that occur on NBAF property. KSUPD will be available to assist in perimeter holding duties to help RCPD take primary responsibility when responding to alarms or incidents.
 - b. Foundation: KSUPD shall have the primary responsibility to respond to alarms and investigate incidents which occur on Kansas State University Foundation building property located at 1800 Kimball Ave. RCPD shall have secondary responsibility to respond to alarms and investigate incidents which occur on the same.
 - c. Research Park: KSUPD shall have the primary responsibility to respond to alarms and investigate incidents which occur on Research Park Drive, located at 1310, 1320 and 2005 Research Drive. RCPD shall have secondary responsibility to respond to alarms and investigate incidents that occur on the same.

Section 1.04 Special Events/Critical Incident Response

1. In order to facilitate communication between the two entities, in the event of a Critical Incident in an area where KSUPD has primary jurisdiction that requires assistance of RCPD officers, RCPD will assign a liaison with command authority to Edwards Hall. In the event of a Critical Incident in an area where RCPD has primary jurisdiction that requires assistance of KSUPD, KSUPD will provide a liaison with command level authority to the command post of RCPD. For the purpose of this Agreement "Critical Incident" means, any incident involving disaster response or any systematic search for known active threat person(s).
2. Whenever KSUPD needs traffic control or other non-emergency assistance from RCPD for a scheduled event, KSUPD shall give notice for the request for assistance at the earliest possible date (2 weeks minimum preferred) prior to the scheduled event. It will be the responsibility of each agency to negotiate fees directly with the event organizers regarding reimbursement.
3. Whenever RCPD needs traffic control or other non-emergency assistance from KSUPD for a scheduled event, RCPD shall give notice for the request for assistance at the earliest possible date (2 weeks minimum preferred) prior scheduled event. It will be the responsibility of each agency to negotiate fees directly with the event organizers regarding reimbursement.

Section 1.05 Specialized Unit Requests.

Should KSUPD need assistance from specialized personnel within RCPD, such as the Bomb Technician, said personnel shall make every effort to assist KSUPD in a timely manner with the understanding that both agencies have a vested interest in the area community. Each agency will incur their own costs for salary/overtime expenses

**Article II
INFORMATION SHARING**

Section 2.01 General.

1. KSUPD and RCPD agree, to the extent required or permitted by applicable law, to share information of concerning University students and employees who are reported victims of, witnesses to, or suspected of committing, a crime in their respective jurisdictions for investigative purposes.

Section 2.02 Reports.

1. RCPD and KSUPD shall exchange Kansas Standard Offense Reports and Kansas Standard Arrest Reports, upon request, to include officer's narratives and witness statements when permissible under applicable law. The exchange of reports between KSUPD and RCPD shall be requested and processed through each agency's records section. Exceptions to this process include urgent (time sensitive information) or specific investigative details needed from reports. Requests should be made via telephone, NCIC system, or in writing.
2. KSUPD and RCPD both agree to handle any shared reports or information in accordance with the receiving agency's policies and procedures and the Kansas Criminal Justice Information System's policies and guidelines.
3. Kansas State University is required by federal law under the Jeanne Clery Act to collect and publish reports of certain crimes. As part of this obligation, KSUPD must request crime statistics from RCPD annually. RCPD agrees to cooperate with KSUPD and undertake reasonable efforts to respond in a timely manner to KSUPD's request for the crime statistics.

Section 2.03 Timely Warning Notification.

1. RCPD agrees to notify KSUPD of any actual or threatened significant emergency or dangerous situations or ongoing crimes that pose an immediate and/or ongoing threat to the health or safety of persons on University Property, so that KSUPD may take steps as necessary under applicable law, including the Jeanne Clery Act. KSUPD and University will determine whether an emergency notification or timely warning should be issued by the University. KSUPD agrees to confer with RCPD, to the extent practicable, for input before issuing Timely Warning notifications to avoid jeopardizing a criminal investigation.
2. The KSUPD Public Information Officer and RCPD Public Information Officer agree to work together in certain events that have affected or will affect the University. The PIOs will be the points of contact for sharing information between the agencies. This notification may take the form of a press release, posted material, or through the automated calling or the University emergency notification system.

ARTICLE III INVESTIGATIONS

Section 3.01 Extra Jurisdictional Investigations & Arrests.

Pursuant to KSA 22-2401a(4)(d), KSU PD may, in cases involving reason to believe that a violation of a state law, a county resolution, or a city ordinance has occurred on University Property, investigate and arrests persons for such violation anywhere within the City of Manhattan, and may do so with appropriate notification to, and coordination with, RCPD. Although RCPD has full law enforcement jurisdiction anywhere on University Property, it shall, when practicable, notify and coordinate with KSUPD when it investigates or arrests persons on such property.

ARTICLE IV COMMUNICATIONS (Dispatch/911 Centers)

Section 4.01 General.

KSUPD and RCPD each agree to provide to the other, upon request, reasonable assistance concerning public safety and criminal investigations. Such requests shall be prioritized on the basis of the availability of communications personnel at the time of requests. Requests and responses may be communicated via Openfox, Kansas Administrative Message, or telephone.

Section 4.02 Backup Sites.

KSUPD and RCPD each agree to provide to the other one position in their respective Communications Centers for use by the other when either department may experience failure of its primary 911 or other dispatch systems. KSUPD and RCPD also agree to provide sufficient space for an Incident Command Center and to biannually permit training in their respective facilities to ensure mutual familiarity with equipment and systems. For the purpose of special events, KSUPD and RCPD agree to provide each other as much advance notice as is practicable.

KSUPD and RCPD also agree that modifications to the others Communications Center must be approved in advance and in writing by the department controlling the space subject to modification. KSUPD and RCPD also agree to maintain their respective communications systems in operable condition and as technologically current as practicable.

While using each other's facilities for the purposes contemplated by this Article IV, KSUPD and RCPD agree to provide, at their own respective expense, any and all hardware, software and other equipment and services required to make their respective facilities compatible with the other's 911 answering point and dispatch operations, and agree additionally that their respective hardware, software, equipment and services shall in no way interfere with the other's Communications Center operations.

Section 4.03 Interoperability.

KSUPD and RCPD agree to ensure interoperability during Critical Incidents as defined in Article I, Section 1.04(1); KSUPD and RCPD agree (1) To actively monitor each other's primary radio frequency, (2) To suspend all silent dispatching related to a Critical Incident until the Incident is resolved, and (3) That all communications between KSUPD and RCPD related to the Incident shall be conducted on the statewide radio frequency NE6PSAP-LE.

**Article V
TRAINING**

Section 5.01 General.

1. RCPD and KSUPD agree to collaborate in annually providing education and training of interest to both agency personnel. Specific opportunities will be separately agreed to by the parties including, but not necessarily limited to, tabletop exercises, active shooter training and range activities.

2. KSUPD and RCPD agree to incur its own agency personnel's salary and/or overtime expense when related to joint or shared training.

**ARTICLE VI
ANNUAL REVIEW**

RCPD and KDSUPD acknowledge and agree that they shall, beginning in 2018 and on at least an annual basis thereafter, meet to review this Memorandum of Agreement to consider any amendments or changes they may wish to make to it, and that such meeting shall be scheduled to occur not later than July 1 of each year; provided, however, that nothing in this Article VI shall prohibit the departments from meeting to review the Memorandum of Agreement at more frequent intervals, or at any time they desire to so meet.

**ARTICLE VII
BINDING EFFECT**

Section 6.01 Governing Law.

This agreement shall be governed by and construed in accordance with the laws of the State of Kansas. It shall not be binding upon RCPD unless and until it is approved by the Riley County Law Enforcement Agency (commonly known as the "Riley County Law Board").

Section 6.02 Miscellaneous.

This agreement shall constitute the entire agreement between the parties. This Agreement may be amended only by written agreement signed by both parties. Upon thirty (30) days written notice, this Agreement may be terminated by either party for any reason or no reason.

Section 6.03 State of Kansas Contractual Provisions Attachment (Form ~~DA-146a~~).

The provisions found in Contractual Provisions Attachment (form ~~DA-146a~~), which is attached hereto, are hereby incorporated in this contract and made a part hereof.

KSU-1969

~~DA-146a~~

KSU-1969, Rev. 3-18

~~DA-146a~~

UB PBJ

IN WITNESS WHEREOF, each party to this agreement has caused it to be executed at Manhattan, Kansas on the date indicated below.

**KANSAS STATE UNIVERSITY
DEPARTMENT**

RILEY COUNTY POLICE

UAR

By: *Cindy Buttrager*
Cindy Buttrager, Vice President
Kansas State University

By: *Dennis P. Butler*
Dennis P. Butler, Director
Riley County Police Department

Date: 10/16/19

Date: 10/18/19

By: *Ronnie Grice*
Ronnie Grice, Director
Kansas State University Police Dept.

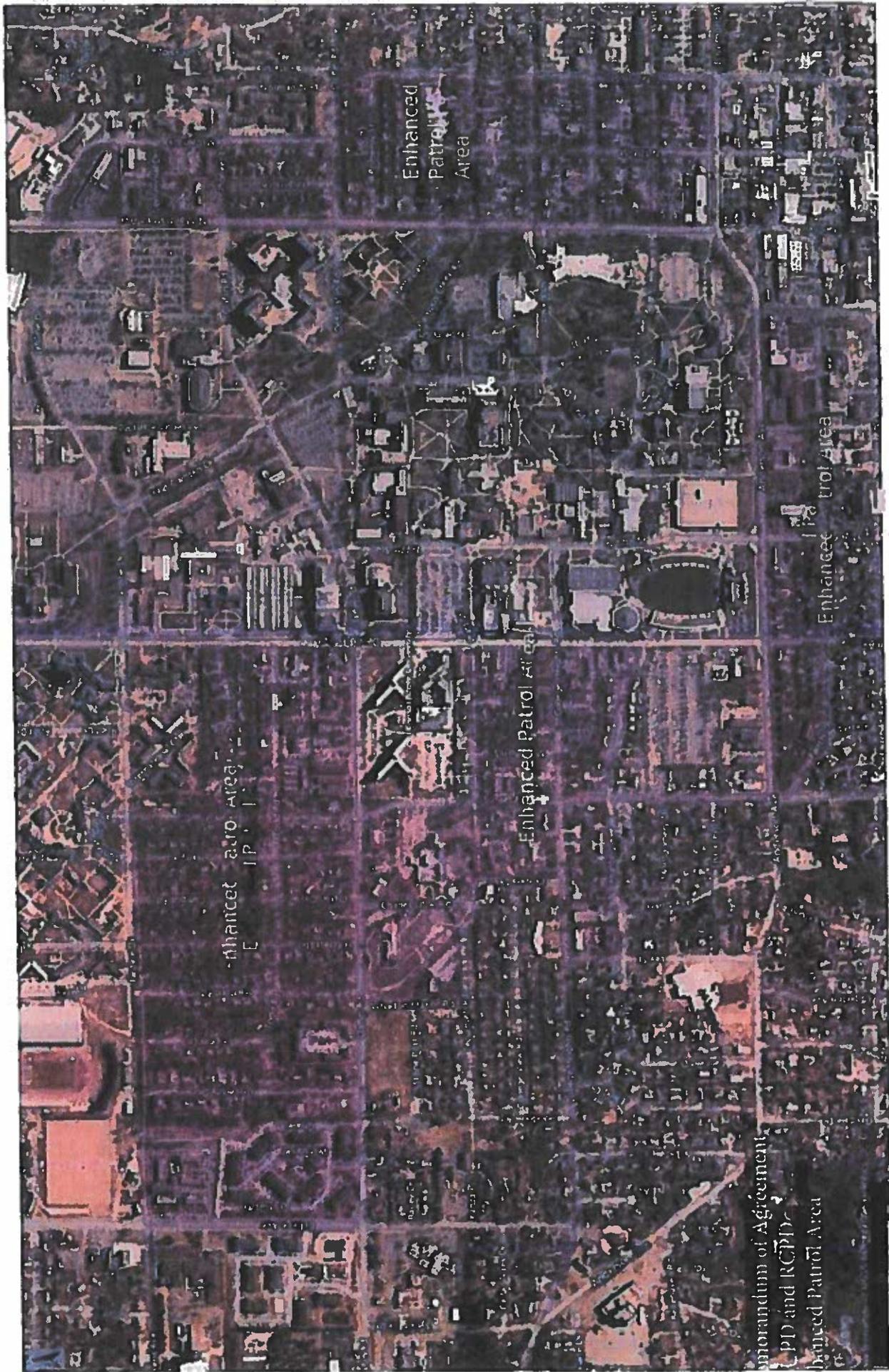
By: _____
General Mike Dodson, Mayor
Chair, Riley County Law Board

Date: 10-16-2019

Date: _____

By: *Richard B. Meyers*
General Richard B. Meyers, President
Kansas State University

Date: 10/17/19



Memorandum of Agreement
CPD and RCPD
Enhanced Patrol Area

CONTRACTUAL PROVISIONS ATTACHMENT

Important: This form contains mandatory contract provisions and must be attached to and specifically incorporated in all copies of any contractual agreement by adding the following statement to the main body of the contract: "The Provisions found in Contractual Provisions Attachment (Form KSU-146a, Rev. 3-18), which is attached hereto, are hereby incorporated in this contract and made a part hereof."

1. **Controlling Provisions:** It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in the contract (including, without limitation, all other attachments) in which this attachment is incorporated. Any terms that conflict with or could be interpreted to conflict with this attachment are nullified.
2. **Kansas Law and Venue:** All matters arising out of or related to this contract shall be subject to, governed by, and construed according to the laws of the State of Kansas, and jurisdiction and venue of any suit arising out of or related to this contract shall reside only in courts located in the State of Kansas.
3. **Disclaimer Of Liability:** No provision of this contract will be given effect that attempts to require Kansas State University or any of its controlled corporations (collectively "University") to defend, hold harmless, or indemnify any contractor or third party for any acts or omissions. The terms, conditions, and limitations of liability of the State of Kansas, the University, and their employees are exclusively defined under the Kansas Tort Claims Act (K.S.A. 75-6101, et seq.).
4. **Arbitration, Damages, Warranties:** No interpretation of this contract shall find that the University has agreed to binding arbitration, or the payment of damages or penalties. Further, the University does not agree to pay attorney fees, costs, or late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect that attempts to exclude, modify, disclaim or otherwise attempt to limit any damages or rights of action available to the University at law, including but not limited to the implied warranties of merchantability and fitness for a particular purpose.
5. **Responsibility For Taxes:** The University shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.
6. **Insurance:** The University shall not be required to purchase any insurance against loss or damage to property or any other subject matter relating to this contract, nor shall this contract require the University to establish a "self-insurance" fund to protect against any such loss or damage.
7. **Acceptance Of Contract:** This contract shall not be considered accepted, approved or otherwise effective until the required approvals and certifications have been given, including, but not limited to, the signature of an authorized representative of the University as defined in the University Contracts Policy: <https://www.k-state.edu/policies/ppm/3000/3070.html>.
8. **Authority To Contract:** By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.
9. **Export Control:** Prior to providing University with any items under this contract that are subject to export controls regulations, including items controlled under the International Traffic in Arms Regulations (ITAR), 22 C.F.R. §§ 120-130, or the Export Administration Regulations (EAR), 15 C.F.R. §§ 730-774, Contractor will notify University and identify the export controlled items at issue and the applicable categories and subcategories of the United States Munitions List and/or Export Control Classification Number(s). University reserves the right to decline to accept any items or information controlled under ITAR or EAR. Contractor will direct all notices under this section to the appropriate University contact as follows: comply@k-state.edu.
10. **Privacy of Student Records:** Contractor understands that the University is subject to FERPA (Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g). To the extent Contractor possesses any education records of University's students under this contract, Contractor is deemed to be a school official with a legitimate educational interest in the records and Contractor agrees to comply with FERPA and its regulations. Contractor specifically agrees that it shall use personally identifiable education records only for purposes related to this contract, and shall not disclose such records to any third party without authorization from the University. Contractor shall promptly report to the University any request for, or improper disclosure of, University student educational records.
11. **Anti-Discrimination Clause:** Contractor agrees to comply with all applicable state and federal anti-discrimination laws. When requested by University, Contractor shall cooperate with University in meeting obligations under University's own policies and procedures, including University's anti-discrimination policy: <http://www.k-state.edu/policies/ppm/3000/3010.html>. Contractor specifically acknowledges that its employees on campus and/or participating in University programs or activities have reviewed, understand, and will comply with University's anti-discrimination policy. Contractor also agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001, et seq.) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111, et seq.) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101, et seq.) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs or activities; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission or if it is determined that the contractor has violated applicable provisions of ADA, such violation(s) shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the University.
12. **Information/Confidentiality:** As a state agency, the University's contracts are generally public records, and therefore no provision of this contract shall restrict the University's ability to produce this contract in response to a lawful request or from otherwise complying with the Kansas Open Records Act (K.S.A. 45-215, et seq.). Moreover, no provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101, et seq.
13. **The Eleventh Amendment:** The Eleventh Amendment is an inherent and incumbent protection of the State of Kansas and need not be reserved, but prudence requires the University to reiterate that nothing in or related to this contract shall be deemed a waiver of the Eleventh Amendment.
14. **Campaign Contributions / Lobbying:** Funds provided through a grant award or contract shall not 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 State of Kansas agency or a member of the Legislature regarding any pending legislation or the awarding, extension, continuation, renewal, amendment or modification of any government contract, grant, loan, or cooperative agreement.

Policy Title: 0.0.0 Applicability And Change		
Policy & Procedures	Approved On: 04-13-2011	Order: GO 2011-001
 RILEY COUNTY POLICE DEPARTMENT <small>To reduce crime and improve the quality of life for the citizens we serve</small>	Approved: <i>B. Schoen</i>	
	Brad Schoen Director	
Riley County Police Department	CALEA Standard:	
Manhattan, KS	N/A	
Chapter: 0 – Introduction – General Provisions		

1. **Applicability:** The policies and procedures annotated in the following Chapters and Sections are applicable to all personnel of the Riley County Police Department and are hereby referred to collectively as the RCPD Policy Manual.

2. **Change:** The Policy Manual is a living document that requires modification as legal guidelines, legislation, common practice, and professional standards change. When alteration is necessary, the following procedures will be observed to affect those changes:

A. All content written in *blue/green* font with grey background shading requires the review and approval (by a majority consensus) of an established group of Department employees, hereinafter referred to as the Policy Review Committee (PRC). (*blue FOP Sworn Contract wording/green FOP Non-Sworn Contract wording*) Further, such content may not be altered – permanently or temporarily – without the approval of the Riley County Law Enforcement Agency (Law Board).

B. All other content may be altered in accordance with Policy 12.2.1, Written Directive System.

C. All changes become effective when approved in writing by the Director or the authorized signatory of the Law Board.

3. **CALEA On-Site Assessment:** If needed, the Director may authorize minor policy changes during an on-site assessment to allow the Department to successfully complete the accreditation process. Any changes authorized will be routed through the above listed procedures as soon as applicable.

GENERAL ORDER (Requires Law Board Approval)

NUMBER: 2019-021

SPECIAL ORDER

New Policy

Update Existing Policy

POLICY: Peer Support Program

PURPOSE: _____

Date Proposed Policy Disseminated: 9/25/2019

Date Approved Policy Disseminated: _____

INITIAL REVIEW & RECOMMENDATION:

Sworn - Command Staff

Non-Sworn - Jail Lieutenants

Non-Sworn - RMS Supervisor

Sworn - Command Level

Non-Sworn - Communication Mgr.

Non-Sworn - Accreditation Mgr.

Electronic Review Via PowerDMS - See Report

Approved: Revision Suggested:

Initials: _____

Date: _____

Assistant Director - Initial Review

APPROVALS:

Vote Outcome:	# Agreed	# Disagree
PRC Majority Approved	7	0
PRC Majority Rejected		

10/3/2019

Date

10-3-19

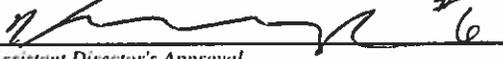
Date

10-9-19

Date

Date

 #214
Policy Review Committee Chair Approval

 #6
Assistant Director's Approval

See PowerDMS

Director's Approval

Law Board Chair Approval (General Orders Only)

A RCPD-All

B1 Sworn - Command Staff [Captains, Asst. Director, Director]

B2 Sworn - Command Level [Lieutenants]

B3 Sworn [Police Officers, Sergeants]

B4 Sworn - Court Security [Sworn, Sgt, Court Screeners]

B5 Sworn - Patrol Sergeants

C Investigations - Other [Evidence Technician, Evidence Supervisor, CSI Technician]

C2 Investigations - Other [Crime Analyst]

D Admin - Non-Sworn - Clerical [Accountant, Accreditation Manager, Executive Secretary, HR Coordinator, HR Technician, PIO]

E Admin - [Supply Technician, Maintenance Technician I & II, Custodian, Maintenance Supervisor]

F Admin - Other

G1 Support - Dispatch [Communication Manger]

G2 Support - Dispatch [Dispatcher, Dispatch Supervisor]

H1 Support - Clerical [RMS Supervisor]

H2 Support - Clerical [Clerk, Secretary, RMS Technician]

I Support - Other

J Support - IT [Computer Technician I & II, Systems Administrator]

K1 Jail [Lieutenants]

K2 Jail [Correction Officers, Sergeants]

L Jail - Support Staff [Jail Assistant]

M Jail [Lieutenants]

N PSA's

O Legal Counsel [Derrick Roberson]

P READ ALL PROPOSED POLICIES [Includes PRC members and other employees at their request]

Policy Title: Peer Support Program		
Policy & Procedures	Approved On: 10-03-2019	Order: 2019-021
 RILEY COUNTY POLICE DEPARTMENT <small>To reduce crime and improve the quality of life for the citizens we serve</small>	Approved: <i>Dennis P. Butler</i>	
	Dennis P. Butler, Director	
Riley County Police Department	CALEA Standard:	
Manhattan, KS	22.2.4 (5 th edition), 22.1.5 (6 th edition)	
Chapter: 22 – Compensation, Benefits, And Conditions of Work - Compensation		

1. Peer Support Program - Overview:

- A. The Riley County Police Department's Peer Support Program is designed to provide confidential emotional support during and after times of personal or professional crisis to members who express a need for assistance. The program shall promote trust, allow anonymity and preserve confidentiality for all members utilizing the peer support program. The Program will not be used as any form of a corrective action or discipline.
- B. The Peer Support Program will participate in the Riley County Police Department's comprehensive response to an officer involved shooting, critical incidents, or any other potentially traumatic event.
- C. Peer Support Team Members will be required to attend a 40-hour training specific to Peer Support Groups/Programs. They will provide emotional support and guidance but do not replace counselors, therapists, or psychologists nor do they replace outreach programs that are available to the department and its employees.

2. Team Composition:

- A. One Program Manager
- B. One Peer Support Clinician
- C. Team Members will consist of a maximum of 10% of the employee population

3. Peer Support Program – Goals:

- A. The Peer Support Program will provide emotional support during and after times of personal or professional crisis to employees and their family members who express a need for assistance.
- B. Confidentiality is of the utmost importance. Trust and anonymity will be preserved and if it is discovered that a member of the Peer Support Program may have breached the confidentiality or integrity of the group, they will be immediately suspended from the team and will be subject to the disciplinary process which could include termination from the department.

- C. Develop Peer Support Team Members who can identify personal and professional conflicts and provide guidance or referrals to professional or alternate resources.
 - D. The Peer Support Team will be comprised of sworn and non-sworn personnel, who are officially designated by the Director after a structured selection process.
4. **Requesting of Peer Support Services** Any employee may contact the Peer Support Team Member of his or her choice at any time, whether on or off duty, to request assistance or support. A list of Peer Support Team Members will be distributed to each employee. The list will also be posted electronically. Employees can contact their supervisors or Human Resources office if they need to obtain an additional list.
5. **Notification** Unless specifically expressed by the employee to the contrary, the Peer Support Program Manager may be notified by any department member of the following incidents which may include but are not limited to:
- A. Serious injury, illness or death of a department member or family member;
 - B. A member involved in the use of deadly force;
 - C. Investigations that shock the conscience which can include fatality accidents, death of an infant or child, and/or an incident involving multiple fatalities.
6. **Peer Support Clinician** The Peer Support Program Clinician will be a person whose background and practice includes extensive experience working with law enforcement officers and the unique problems associated with the law enforcement profession. The Peer Support Program Clinician's responsibilities include:
- A. Serving on a Peer Support Council;
 - B. Administering and/or instruction of Peer Support training programs; and
 - C. Attend quarterly meetings whenever possible and acting as an advisor to Peer Support Team Members.
7. **Peer Support Program Manager** The Peer Support Program Manager, Designated by the Director, acts as the primary liaison between the peer support team members, the Peer Support Council, and the agency. The Peer Support Manager reports only to the Director on issues, concerns, training needs, and any other business pertaining to the operation of the program.
- A. **Major responsibilities of the Peer Support Program Manager include:**
- 1. Daily supervision of the program
 - 2. Serving as chairperson of the Peer Support Council
 - 3. Recruiting and coordinating the screening of Peer Support applicants;
 - 4. Coordinating training of the Peer Support Team Members;
 - 5. Developing resources to assist employees when problem areas are identified
 - 6. Maintaining only statistical data of reported contacts by Peer Support Team Members;
 - 7. Maintaining records of expense associated with the program
 - 8. Offering guidance to Peer Support Team Members as needed; and
 - 9. Maintaining and distributing to all employees a current Peer Support list.

8. **Peer Support Personnel and Selection Process** All Peer Support Team Member positions are designated as specialized assignments within the Department. Selection processes conducted at a minimum will meet guidelines established in [Policy 16.2.2](#); Specialized Assignments.

Minimum Prerequisites:

1. A proven understanding of departmental rules and procedures.
2. Evaluation within the preceding 2 years that meet or exceed overall satisfactory ratings.
3. No major disciplinary actions within the preceding 12 months.
4. Established work ethic and demonstration of above standard skills as they relate to the specific temporary position for which the officer is applying.
5. Supervisory recommendation, preferably from a sworn supervisor or supervisors with direct knowledge of applicant's abilities.
6. Successfully pass a structured oral interview
7. Must be able to successfully complete the 40 hour basic KBI Peer Support Training
8. Must be willing to attend follow up training and continuing education training
9. Must agree to maintain confidentiality
10. Must be empathetic and possess strong interpersonal and communication skills
11. The Peer Support Council will select candidates suited for appointment as Peer Support Team Members.

A. Peer Support Team Member responsibilities will include:

1. Providing support and assistance on a voluntary basis to fellow employees and/or their families in time of personal and/or professional crises;
2. Convey trust, anonymity and assure confidentiality within this procedure to employees who seek assistance from the Peer Support Program;
3. Assist the employee by referring him/her to the appropriate outside resource when necessary;
4. Maintain contact with the Peer Support Program Manager regarding program activities;
5. Be available to be contacted and, if practical, to respond at any hour; and
6. Attend quarterly trainings and if unable to attend, must submit, in writing, a memo to be approved by the Peer Support Advisory Committee.
7. Peer Support Team Members may voluntarily withdraw from participation at any time. They are, however, required to notify the Peer Support Program Manager in writing.

B. Peer Support Team Members may be removed from participation in the program by the Peer Support Council for:

1. Conduct inconsistent with the program procedure;
2. Failure to fulfill training requirements and/or attend quarterly meetings; and
3. Unsatisfactory work performance.

- C. Peer Support Team Members in good standing may ask the Peer Support Council, in writing, to place them on inactive status. The request must tell why the request is being made.
- D. The Peer Support Council shall determine the period of inactive status, up to two years.
- E. To be reinstated to active status, the member shall make a written request to the Peer Support Council. The Peer Support Advisory Committee shall either deny or approve the request. Upon approval, the member shall be informed of what training is required for reinstatement.

9. Rules And Regulations

- A. Participation in the Peer Support Program is strictly voluntary. Overtime and/or compensatory time is authorized for time expended by personnel performing Peer Support duties. Peer Support Team Members that are called out while on scheduled days off, leave, or after at least one (1) hour has lapsed since the normal end of their shift assignment and the member has departed the workplace, will be paid the greater of two (2) hours show up time or actual hours worked. If travel is necessary, a Department vehicle is a preferred form of transportation. Personally owned vehicles may be used as a last resort but only upon approval of the Division Commander or designee. The authorized mileage reimbursement rate for the use of personal vehicles will be the current State of Kansas authorized mileage reimbursement rate. (See Policy 22.1.1 – Salary Program)
- B. Peer Support Team Members are allowed to consult with employees while on duty, if necessary Peer Support Team members will seek approval from their immediate supervisor to do so. Absent exigent circumstances, supervisors shall categorically grant such approval. No names or personal identifiers will be given to the supervisor.
- C. Agency facilities may be utilized for peer support activities when available.
- D. Agency vehicles may be used in conjunction with peer support activities, in accordance with RCPD policy.

10. Confidentiality

- A. Strict confidentiality shall be maintained between the Peer Support Member and the department member in accordance with the provisions of this procedure. K.S.A. 60-473 holds the communication between peer support team members and the employee the same privileged communication as attorney-client, physician-client or martial privilege.
- B. Any breach of confidentiality shall be reported to the Peer Support Program Manager.
- C. Peer Support Team Members should inform the person, prior to discussion, of the confidentiality limitations and exceptions. Peer Support Team Members should consult with the Peer Support Program Manager or the Clinician in those cases where a concern or question regarding confidentiality arises.
- D. When the Peer Support Team Members is assisting an employee who is or becomes the subject of an internal investigation, the Peer Support Team Members should adhere to the confidentiality procedure set forth herein:

- E. A Peer Support Team Member should not volunteer any information received in confidence;
 - 1. A Peer Support Team Member should not hamper or impede the actual investigation, or attempt to shelter the employee from the investigation; and
 - 2. The Peer Support Team Members role should be one of support and assistance for employees experiencing the stress of an internal investigation. The Internal Affairs representative shall not contact peer support members in an attempt to garner information relayed during a confidential discussion. However, Internal Affairs may be unaware of a peer support member's involvement so they are required to notify the investigator of that fact and maintain confidentiality.
 - 3. Information divulged to a Peer Support Team Member concerning the following matters shall not be held confidential:
 - a) Any major criminal offenses which can include but are not limited to; Murder, Manslaughter, Rape, Aggravated Battery, any sexual related felony, Arson, Burglary, Domestic Battery
 - b) are a danger to themselves;
 - c) are a danger to others;
 - d) unless divulgence is requested by the peer.

11. **Utilization:** The Peer Support Team may be called upon to provide professional assistance to outside agencies, agencies within Riley County, and internally in the form of debriefs and/or peer to peer contact. The Team may also work in conjunction with other local and state agencies such as the Manhattan Fire Department, (MFD), the Kansas Bureau of Investigation (KBI) to assist in critical incident debriefs.

12. **Authorization:**

- A. Peer Support Team response will be initiated by the Program Manager or his/her designee who will notify one or more of the following:
 - 1. The immediate supervisor(s) of the team member(s) who will be assisting;
 - 2. Assistant Director;
 - 3. Director
- B. If approved for callout from the Director or designee, the Peer Support Team is responsible to conduct all operations in accordance with RCPD policies.

RILEY COUNTY POLICE DEPARTMENT
Memorandum

Original to: _____
Action: Add to LB agenda
Copy to: Moldrup, Fink

Comments:

To: Riley County Law Enforcement Agency "Law Board"

Thru: Director Dennis P. Butler

*Approved: place on the November Law Board Agenda. Dpb
10/30/19*

Thru: A.D. Kurt Moldrup

From: Captain Rich Fink

Ref: RCPD's "One Mind Campaign" effort

Date: October 22, 2019

The One Mind Campaign seeks to ensure successful interactions between police officers and persons affected by mental illness. The initiative focuses on uniting local communities, public safety organizations, and mental health organizations so that the three become "of one mind." To join the campaign, law enforcement agencies must pledge to implement four promising practices over a 12-36 month time frame.

These practices include: establishing a clearly defined and sustainable partnership with a community mental health organization, developing a model policy to implement police response to persons affected by mental illness, training and certifying sworn officers and selected non-sworn staff in mental health first aid training or other equivalent mental health awareness course, and providing crisis intervention team training.

To date the Riley County Police Department has:

- Maintained at least one active member on the Riley County Mental Health Task Force
- Maintains Policy 41.2.7 – Response to Mental Health Situations
- Department members trained to teach Mental Health First Aid
- Inserted Mental Health First Aid into the Departments annual training program for police officers, correction officers and dispatchers.
- Sent nearly 30% of our patrol officers to Crises Intervention Team training
- Established a Crises Intervention Team Council that has partnered with the Mental Health Task Force
- Established a Patrol Division Goal to decrease the incarceration of those on mental health crises by developing alternatives to arrest.
- A strong partnership with Pawnee Mental Health
- Employs two full time mental health professionals as police co-responders
- Established a 14 member Peer Support Team represented by all the divisions within the Department to help insure we are meeting our own mental health needs
- A robust Employee Assistance Program



2019 End of Year Funding Update

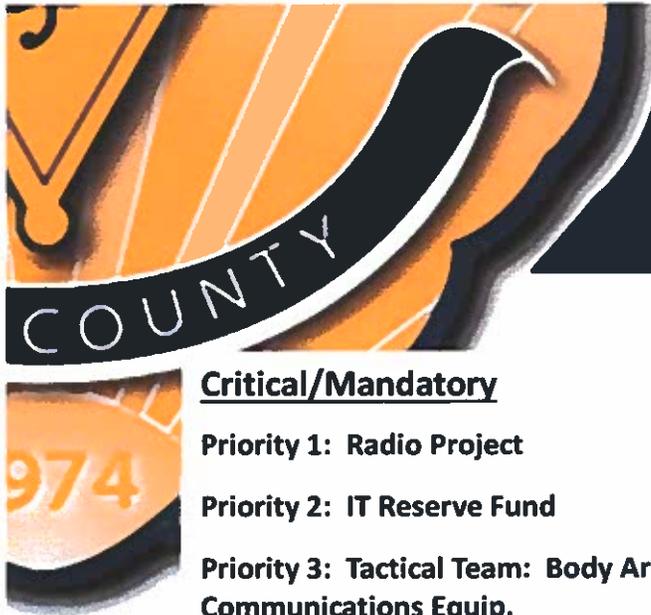
Director
Dennis P. Butler

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



Overview

- Currently on pace for a positive budget balance of \$1,078,625 due to unused personnel funds (\$924,185, 9/30/19)
- Non-personnel funds are on pace to be completely consumed around the end of December
- The information provided in this presentation will be updated at the December meeting



Updates

2019 EOY Proposals

Critical/Mandatory

Priority 1: Radio Project

Financial transfer in late December

\$200,000-\$400,000

Priority 2: IT Reserve Fund

Financial transfer in late December

\$185,000

Priority 3: Tactical Team: Body Armor & Communications Equip.

Quotes Received – Order in December

\$70,000

Priority 4: Digital Forensics Detective Training/Software

Order in progress

\$20,000

Discretionary

Priority 1: AP & Contracts Project

Currently engaging vendor

\$75,000

Priority 2: Recruitment & Community Participation thru Delicious BBQ

Community fund open. Equipment selection in progress.

\$30,000

Priority 3: Vehicle Replacement

Waiting till Mid-December

\$65,000

Total Proposals

\$645,000-\$845,000

Current Unused (10-31-2019)

\$1,078,625

Anticipated remaining*

\$176,625

**Does not include lesser expenditures*