



**CITY COMMISSION
WEDNESDAY, AUGUST 21, 2024 AT 11:00 AM
CITY COMMISSION CHAMBER**

ORDER OF BUSINESS

CALL MEETING TO ORDER Mayor Erren Harter

MEMBERS PRESENT

Vice-Mayor Susan Brinkman
Commissioner Becky Smith
Commissioner Jamie Sauder
Commissioner Tyler Curtis

OATH OF OFFICE FOR NEW COMMISSIONER

PROCLAMATIONS

PUBLIC FORUM

The public is invited to make comments at this time. Please limit comments to two (2) minutes each. Please state your name and address prior to making comments.

NEW BUSINESS

1) CDBG Scope of Work and Budget Amendment-Gazette Building LLC.

Presented by: Tayler Wash, Assistant City Manager

Recommended Action: Authorize the Mayor to sign Scope of Work and Budget Amendments for the Gazette Building LLC Community Development Block Grant.

2) CDBG Bid Award-Gazette Building LLC.

Presented by: Tayler Wash, Assistant City Manager

Recommended Action: Award base bid and alternate one to Mitchell Markowitz Construction contingent upon CDBG approval of budget and scope of work amendments.

3) Ordinance No. 24-24 Amending Chapter 6 of the Code of the City of Emporia Pertaining to Animals and Fowl.

Presented by: Christina Montgomery, City Attorney

Recommended Action: Approve Ordinance No. 24-24 Amending Chapter 6 of the Code of the City of Emporia Pertaining to Animals and Fowl.

4) Award of CCLIP FY2025 Resurfacing KS-99 Highway (3rd Avenue to Railroad Tracks and 12th Avenue to North City Limits), Project No. PV2401 KDOT Project No. 056 U-2506-01.

Presented by: Jim Ubert, City Engineer

Recommended Action: Staff recommends awarding the project to APAC-Kansas, Inc. Shears Division for the base bid amount of \$791,070.22.

5) **Award of South Avenue Box Bridge Improvements (330' East of Prairie Street) Project No. SW2403.**

Presented by: Jim Ubert, City Engineer

Recommended Action: Staff recommends awarding L. Underwood LLC the base bid amount of \$37,387.70.

6) **Hamm Municipal Solid Waste Amendment No. 4 and Single Stream Recyclables Processing Amendment.**

Presented by: Dean Grant, Public Works Director

Recommended Action: Approve the Amendment No. 4 to the Municipal Solid Waste contract and Approve the Amendment the Single Stream Recyclables Processing contract.

COMMUNICATIONS

Presented by Trey Cocking, City Manager.

- 1) Financials & Permits
- 2) July Budget

CONSENT AGENDA

Presented by Trey Cocking, City Manager.

- 1) Commission Meeting Minutes for August 7, 2024.
- 2) Ordinance No. 24-25 Authorizing Beer Garden for Halfway to Everywhere Festival on September 7, 2024.

INFORMATIONAL ITEMS

Presented by Trey Cocking, City Manager.

- 1) Informational Items

GOVERNING BODY COMMENTS

Mayor Erren Harter
Vice-Mayor Susan Brinkman
Commissioner Becky Smith
Commissioner Jamie Sauder
Commissioner Tyler Curtis

EXECUTIVE SESSION

- 1) Recess into Executive Session for 45 minutes inviting pertinent city staff for the purpose of consultation with the City Attorney regarding a legal matter. The justification for executive session is provided in K.S.A. 75-4319(b)(2) to protect privileged communication in the attorney-client relationship. The open meeting will resume in this room at approximately __:____ a.m./p.m.

RECESS

Recess to Conference Room 1AB for Study Session

STUDY SESSION AGENDA ITEMS

- 1) Appoint City Commissioner to Emporia Enterprises.
- 2) Discuss KDOT's Safe Routes To School Plan.
- 3) Discuss Stormwater Utility.

4) Continued Utility Fund Budget Discussion.

ADJOURNMENT



Commission Action Report

CDBG Scope of Work and Budget Amendment-Gazette Building LLC

Title: CDBG Scope of Work and Budget Amendment-Gazette Building LLC

Agenda Date: August 21, 2024

Presented By: Tayler Wash, Assistant City Manager

Background:

With the initiation of the Industrial Revenue Bonds (IRBs) for this project, the comprehensive tax exemptions on all materials and labor reduces the necessity for full utilization of the CDBG-leveraged tax exemptions.

Discussion:

Initially, the project was budgeted at \$1,342,440.93 which included comprehensive improvements and was set to be completed in one phase to fully leverage the CDBG tax exemptions. However, with the exemptions included in the IRB, the developer has an opportunity to reduce the cost of the project and complete the first phase approximately six months earlier which will strengthen the City's standing in future CDBG applications.

In order to reap this benefit, the developer needs to remove certain alternates from the scope of work which will result in a lower budget, hence the budget amendment.

Financial Considerations:

The total for the new project budget is \$392,231.00. The match requirement is still met.

Other Considerations:

The developer will still complete all planned improvements, and they will take place in the second phase of the project.

Recommended Action:

Authorize the Mayor to sign Scope of Work and Budget Amendments for the Gazette Building LLC Community Development Block Grant.

Attachments:

Scope of Work Amendment Letter

CDBG Budget Amendment



August 21, 2024

Tim Parks
Kansas Department of Commerce CDBG Division
1000 S.W. Jackson Street, Suite 100
Topeka, KS 66612-1354

Re: City of Emporia CDBG Commercial Rehabilitation #23-CR-004

The City of Emporia is seeking approval for a proposed amendment to the scope of work and budget for the Emporia Gazette Building Commercial Rehabilitation Project, funded under the Community Development Block Grant (CDBG) program. The project was initially budgeted at \$1,342,440.93 and included comprehensive improvements such as the installation of an ADA-compliant elevator and shaft, ADA restrooms on the second floor, new windows on the second floor, masonry cleaning and pointing on all sides of the building, and the creation of new openings with lintels and masonry work on the north wall.

These comprehensive improvements were originally planned to complete most of the necessary improvements to the building in a single phase while leveraging the Kansas Department of Revenue's Project Exemption Certification, which would have provided significant tax savings on materials. When initially planned the owners of the building viewed this benefit as a pivotal component of the project's financial viability. In today's climate of high interest rates and rising construction costs, such tax benefits can make or break a developer's ability to move forward with a project. The savings offered by the Project Exemption Certification were intended to mitigate the financial strain associated with these challenges, thereby ensuring the project's viability.

However, following the City's decision to initiate an Industrial Revenue Bond (IRB) on behalf of the Gazette Building LLC, the project now benefits from comprehensive tax exemptions on all materials and labor, thus reducing the necessity for full utilization of the CDBG-leveraged tax exemptions. In addition to the IRB, the City of Emporia has demonstrated its commitment to the success of this rehabilitation project by establishing a Reinvestment Housing Incentive District to capture the incremental increase in property taxes for 15 years after the expiration of the IRB. This RHID is expected to further alleviate financial pressures on the developer, making the project more feasible and attractive in the long term.

After careful consideration, the building owner proposes removing certain alternates from the scope of work due to the project timeline. The anticipated backorder of the elevator presents a significant risk, and its delayed installation could push much of the finishing work to the end of the project, potentially extending the timeline beyond the planned duration. Given recent industry-wide construction delays, the City emphasizes the importance of completing projects on time to maintain eligibility for future Commercial Rehabilitation grants. Timely completion will strengthen Emporia's standing in future applications, demonstrating successful project management and adherence to CDBG deadlines.

The project has recently solicited bids and has received two competitive offers from qualified contractors. Upon your approval, the city of Emporia will formally award a general contract for the base bid, which encompasses the following components: modifications to the sprinkler system, miscellaneous roof penetrations and flashing, new roof gutters and downspouts, ADA-compliant restrooms as indicated in the project drawings, modifications to the water service line, and the installation of a fire alarm system. In addition, the contract will include an alternate for the reconstruction of the third wythe of the north masonry wall. The total contract amount will be \$392,231. This scope of work has been carefully tailored to address eligible CDBG improvements while exceeding the minimum matching requirements stipulated under the program guidelines.

The building owner remains fully committed to completing all planned improvements. These additional enhancements will be undertaken in the second phase of the project. Importantly, the business and reuse plan submitted with the project's application remains unchanged, and the removal of identified alternates will allow for the owner to complete the CDBG 1st phase six months earlier than the originally proposed timeframe.

The City respectfully requests your review and approval of this proposed scope of work and budget amendment. We appreciate the Kansas Department of Commerce's ongoing support and partnership in advancing this significant project. Please do not hesitate to contact us if further information or clarification is required.

Erren Harter, Mayor
City of Emporia, KS

Date

CONTRACT AMENDMENT/REQUEST #1

Budget Amendment ☒



Commission Action Report

CDBG Bid Award-Gazette Building LLC

Title: CDBG Bid Award-Gazette Building LLC

Agenda Date: August 21, 2024

Presented By: Tayler Wash, Assistant City Manager

Background:

Regarding the CDBG project at 517 Merchant, the bid opening occurred on July 16, 2024.

Discussion:

Information was received from the following bidders:

- Mitchell Markowitz Construction
- Vogts Construction

Financial Considerations:

Mitchell Markowitz Construction of Emporia was the low bidder on the project. The full bid tabulation is attached.

Recommended Action:

Award base bid and alternate one to Mitchell Markowitz Construction contingent upon CDBG approval of budget and scope of work amendments.

Attachments:

Recommendation of Award w/ Bid Tabulation
Registered Contractor List

REGISTERED CONTRACTORS

Gazette Building CDBG Scope

1.1	Firm	Contact	
A.	Mitchell-Markowitz Construction	Blake Mitchell	620-343-6840
B.	Vogts Construction	Cody Palmer	(316) 282-2400
C.	Schindler Elevators	Garrett Scott	(816) 666-5951
D.	Pella Windows	Bradey Mertz	(316) 391-9241
E.	Stockton Restoration	Jake Stockton	(316) 633-2860
F.	Hartman Masonry	Chris Hartman	(620)767-2870
G.	Pullman	Mike Kimberling	(816) 529-9125



Recommendation of Award

PROJECT: - Gazette CDBG Scope

DATE: 7/28/24

CONTRACTOR SELECTION:

City of Emporia
111 East 6th Avenue
Emporia, KS 66801

Mark Detter:

Regarding the CDBG project at 517 Merchant; we recommend accepting the base bid, alternate #1 totaling \$392,231.00. The Bid Opening occurred on 7/16/24. Mitchell Markowitz of Emporia was the low bidder on the project. See full bid tabulation below for reference.

Bidder	Base Bid	Alternate 1	Alternate 2	Alternate 3	Alternate 4	Alternate 5	Alternate 6	Bid Bond	Addenda Acknow.	Calendar Days	Total
Mitchell Markowitz Construction	\$254,631	\$137,600	\$57,855	\$186,232	\$269,913	\$281,155	\$2,537	Yes	Yes	180	\$392,231
Vogts Construction	\$368,000	\$154,800	\$115,000	\$230,000	\$378,000	\$438,000	\$6,500	Yes	Yes	240	\$522,800

Thank you,

Ben Moore, AIA
Ben Moore Studio, LLC
785-560-3111
www.benmoorestudio.com
ben@benmoorestudio.com



Commission Action Report

Ordinance No. 24-24 Amending Chapter 6 of the Code of the City of Emporia
Pertaining to Animals and Fowl.

Title: Ordinance No. 24-24 Amending Chapter 6 of the Code of the City of Emporia Pertaining to Animals and Fowl.

Agenda Date: March 1, 2023

Presented By: Christina Montgomery, City Attorney

Background:

Prairie Paws Animal Shelter and city staff are proposing various updates to the animal code. Updates are designed to enhance public safety and welfare, improve clarity in legal requirements, guide enforcement efforts, and empower Prairie Paws to effectively manage the shelter and assist with implementation of the dog and cat registration program.

Discussion:

Ordinance 24-24 will update the animal code in chapter 6 of the Code of Ordinance of the City of Emporia as discussed at the meeting on August 7, 2024. Updates include updated leash requirements, registration requirements for community cat caregivers, a new offense pertaining to dangerous animals, a new designation of reckless animal owner, and a minimum fine schedule.

Financial considerations:

The city will pay the cost of publication in the official city newspaper.

Recommended action:

Approve Ordinance No. 24-24 Amending Chapter 6 of the Code of the City of Emporia Pertaining to Animals and Fowl.

Attachments:

Ordinance No. 24-24 Amending Chapter 6 of the Code of the City of Emporia Pertaining to Animals and Fowl.

ORDINANCE NO. 24-24

AN ORDINANCE PERTAINING TO ANIMALS AND FOWL; AMENDING CHAPTER 6 OF THE CODE OF THE CITY OF EMPORIA, KANSAS AND REPEALING SAID CHAPTER AS IT EXISTED PRIOR TO THE ADOPTION OF THIS ORDINANCE.

BE IT ORDAINED by the Governing Body of the City of Emporia, Kansas;

Section 1. That Chapter 6 of the Code of the City of Emporia, Kansas, is hereby amended to read as follows:

“Chapter 6 ANIMALS AND FOWL

Art. I. In General, §§ 6-1–6-20

Art. II. Dogs And Cats, §§ 6-21–6-49

Div. 1. Generally, §§ 6-21–6-40

Div. 2. Pet Registration And Licensing, §§ 6-41–6-46

Art. III. Enforcement and Penalties, §§ 6-50–6-52

ARTICLE I. IN GENERAL

Sec. 6-1. Definitions:

For the purposes of this chapter, the following terms, phrases, words and derivations shall have the meanings given herein unless otherwise specifically defined:

Animal: Any vertebrate creatures other than humans.

Animal Shelter: means the Emporia Animal Shelter or any premises designated by the City for the purpose of impounding and caring for animals held under the authority of this chapter.

Attack: means any violent or aggressive physical action or contact.

Community Cat: means any ear-tipped feral or stray cat that may be cared for by a designated caregiver in the immediate area.

Caregiver: means a person or animal welfare organization who is the registered party authorized to care for a Community Cat Colony. A community cat caregiver is a responsible party but not an owner or harbinger of a Community Cat Colony, and has no legal rights to feral cats.

Colony: means a group of community cats living together as a unit with a location registered with the Emporia Police Department or approved organization.

Domestic Animal: means a species of animal that is commonly kept by humans for their service, utility, or companionship.

Domestic Pet: means a dog, cat, or other species of domestic animal which is commonly kept by humans for pleasure rather than utility, whether such animal is owned or unowned.

Ear Tip: A straight line cutting of the tip of a feral cat's left ear to indicate that it has been sterilized and vaccinated against rabies.

Enforcement Officer: means an animal control officer, law enforcement officer, or any other person duly appointed to enforce this Chapter, with jurisdiction in the city limits of Emporia, Kansas.

Euthanasia: The humane destruction of an animal which may be accomplished by any of the methods provided for in K.S.A. 47-1718.

Exotic Animal: means any animal that is not native to the area where it is kept in captivity and is relatively rare or unusual to keep.

Farm Animal: means a domestic animal commonly raised on a farm or ranch and used or intended for use as food, fiber, or labor; including livestock and fowl.

Feral Cat: An unsocialized outdoor cat, including cats born in the wild or formerly owned cats that are no longer socialized.

Fowl: means a bird commonly raised on a farm for meat or eggs.

Handler: means a person in immediate physical charge of an animal.

Harborer: means a person who provides food, shelter, or otherwise accepts responsibility for the care or control of a domestic animal, whether temporarily or permanently. A community cat caregiver shall not be considered a harborer.

Impound: To seize, confine or restrain in custody.

Livestock: means large farm animals including cattle, equine, sheep, and goats. Fowl shall not be considered livestock.

Owner: Any person or persons having a right of property in an animal. A parent or legal guardian shall be deemed to be owner of animals owned or maintained by children upon their premises.

Person: means any individual, corporation, partnership, organization, or institution commonly recognized by law as a unit.

Provocation: means an action likely to prompt physical retaliation that instigates, angers, or irritates, including, not limited to, teasing, tormenting, abusing, charging, or attacking.

Stray Cat: means a cat who lived indoors and was socialized to people, but has left or lost its home, or was abandoned, and no longer has regular human contact

Supervision: means within visual and auditory range of the owner or harborer

Sterilized: made infertile by surgical procedure

TNR: means a Trap-Neuter-Release program in which feral and stray cats are trapped, neutered or spayed, vaccinated against rabies, ear-tipped, and returned to a familiar location or colony.

Trap: Any mechanical device or snare which seeks to hold, capture or kill an animal.

Veterinary Clinic: Any establishment maintained and operated by a licensed veterinarian for the diagnosis and treatment of disease and injury of animals.

Wild Animal: means any species of animal which is normally found living in the natural environment which is not commonly kept as domestic pets or farm animals.

(Ord. 97-38, § 1, 10-15-1997; Ord. 98-7, § 1, 3-4-1998; Ord. 15-33, 12-16-2015; Ord. 16-30, 7-20-2016; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-2. Animal Nuisance Prohibited:

- (a) It shall be unlawful for the owner or harborer of any animal to cause, permit or fail to exercise proper care and control to prevent such animal from performing, creating, or engaging in an animal nuisance.
- (b) Animal nuisance is created when an animal:
 - (1) Molests or interferes with persons or domestic animals by chasing, jumping, barking, growling, charging, attacking, or behaving in a way that a reasonable person would find threatening, alarming, or aggravating;
 - (2) Creates noise for frequent or prolonged periods of time by day or night, disturbs the peace and quiet of any person of ordinary sensitivity within the vicinity of the noise;
 - (3) Creates noxious or offensive odors;
 - (4) Defecates upon any public place or upon premises not owned or controlled by the owner or harborer unless promptly removed by the animal owner or harborer;
 - (5) Creates an insect breeding and/or attraction site due to an accumulation of excreta;
 - (6) Damages property other than that of the owner or harborer;
 - (7) Destroys or damages wildlife on property other than that of the owner or harborer; or
 - (8) Threatens or causes a condition which endangers public health, safety or welfare.
- (c) Any animal found acting in a way forbidden by this article in the determination of the enforcement officer shall hereby be declared a nuisance, and its owner or harborer shall be subject to citation.

(Ord. 97-38, § 1, 10-15-1997; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-3. Running At Large, Generally:

- (a) It shall be unlawful for an owner or harborer of any animal to allow such animal to run at large. Knowledge or acquiescence by the owner or harborer is not an element of the offense.
- (b) A cat shall be deemed running at large when the cat is found off the property of the owner or harborer while causing an animal nuisance.
- (c) A dog or other domestic animal shall be considered running at large when such animal is found off the property of its owner or harborer and not under the physical control of the owner or handler.
- (d) An animal shall not be deemed to be running at large if:
 - (1) The animal is securely attached to a leash or lead and under the control of the owner or handler;
 - (2) The animal is confined in a cage or carrier or within the enclosed interior of a motor vehicle;

- (3) The animal is a dog and, under the supervision of its handler, is using the City's off-leash dog park in accordance with the City's rules and regulations for any City off-leash dog parks; or
- (4) The animal is a service animal that has been individually trained to assist a person with a disability recognized under the Americans with Disabilities Act and is under the control of its handler through voice, signal, or other effective controls.

(Ord. 97-38, § 1, 10-15-1997; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-4. Tethering of Animals:

It shall be unlawful for any person to:

- (a) Use a tether or any assembly or attachments thereto to tether an animal that, due to weight, inhibits the free movement of the animal within the area tethered; or
- (b) Tether an animal on a choke chain or in a manner likely to cause injury, strangulation, or entanglement; or
- (c) Tether an animal in an open area where it can access streets, sidewalks, or other public right-of-way; or
- (d) Tether or restrain an animal upon any public property, or upon any private property without the consent of the owner or occupier of the property.

(Ord. 97-38, § 1, 10-15-1997; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-5. Animal Or Fowl Pens:

- (a) It shall be unlawful to maintain any stable, shed, yard, pen or other place in which animals or fowl shall be kept in such a manner as to be or become offensive to those residing in the vicinity or annoying to the public.
- (b) Any pen, coop or other building upon a lot used for the purpose of confining or housing the animal must be constructed of such material and in such manner that they can be kept clean and sanitary at all times.
- (c) Animal enclosures must provide adequate space for each animal, both horizontally and vertically, to be able to make normal postural and social adjustments and provide adequate freedom of movement.
- (d) Enclosures and fencing must be secure to hold the animals and must be kept in good repair.
- (e) No debris, garbage, water, excrement, or any other potential health hazard shall be allowed to accumulate or remain.
- (f) Fencing for the keeping of domestic farm animals shall meet the following additional requirements:
 - (1) Fencing shall not be closer than twenty-five feet (25') from the front lot line.
 - (2) The primary housing for livestock animals shall not be less than seventy-five feet (75') from the lot line and not less than one hundred feet (100') from any neighboring dwelling.

- (3) Chicken coops and runs shall be constructed in such a way as to keep chickens fully enclosed. Chickens must remain inside enclosures at all times. Chicken enclosures must meet the following additional requirements:
- a. Enclosures shall have a minimum of twelve (12) square feet per chicken, not to exceed fifty (50) square feet in total.
 - b. Enclosures shall be located fully within the backyard of the owner or keeper of the chickens. Enclosures shall not be located in the front yard or side yard.
 - c. Chicken enclosures shall not be closer than ten feet (10') from the lot line and shall not be closer than fifty feet (50') from any dwelling, church, school, or business structure other than that of the owner or keeper.
- (g) If an enforcement officer determines that a violation of this section exists, the officer may file a complaint with the municipal court for such violation. Each day that any violation of this Article continues may constitute a separate offense.

(Ord. 97-38, § 1, 10-15-1997; Ord. 98-7, § 2, 3-4-1998; Ord. 22-48, § 1, 11-2-2022; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-6. Keeping Wild, Exotic, Dangerous or Vicious Animals:

- (a) Wild or Exotic Animals. It shall be unlawful for any person to own or harbor a wild animal or exotic animal. Persons who are licensed by the United States Department of Agriculture and hold an Animal Welfare Act license are exempt from subsection (a) as well as zoos accredited by the Association of Zoos and Aquariums, a wildlife sanctuary, research facility, or other appropriately licensed facility.
- (b) Dangerous Animals.
- (1) It shall be unlawful for an owner or harbinger of an animal to allow, cause, permit or fail to exercise proper care and control to prevent such animal from engaging in dangerous behavior.
 - (2) For purposes of this Chapter, “dangerous behavior” shall mean, without provocation, attacking a person, domestic pet animal, or livestock, and causing minor injury.
 - (3) For purposes of this Section, “minor injury” shall mean abrasions, shallow puncture wounds, or other injuries less serious than a “serious injury” as defined in subsection (c)(3).
 - (4) Dangerous behavior shall not include incidents in which the animal was protecting itself, its offspring, or a human being from threat or attack by a person or other animal.
 - (5) Keeping Requirements. Upon conviction of a violation of subsection (b)(1), the attacking animal shall be declared a dangerous animal by the Municipal Court and shall be kept subject to the following standards:
 - a. Leash and Muzzle. No person shall permit a Dangerous Animal to go outside its home or kennel unless such animal is securely leashed and under the control of a person who is at least 18 years of age. All Dangerous Animals on a leash outside the animal’s home or kennel must be muzzled by a muzzling device sufficient to prevent such animal from biting people or other animals.

- b. Confinement. Dangerous animals shall be securely confined when not leashed and muzzled. Securely confined shall means
 - 1. within the home of the owner or harborer or within a securely enclosed kennel with secure sides, a secure top attached to the sides, and either has a secure floor attached to the sides or all sides of the pen are embedded into the ground no less than two feet deep; or
 - 2. within a securely fenced yard of the owner or harborer when under the direct supervision of a person who is at least 18 years of age. In no event shall a dangerous animal remain in a fenced yard unsupervised. In no event shall a dangerous animal be permitted to be off-leash in a city dog park.
- (6) Pending Disposition. Any animal remaining with or returned to its owner pending final disposition of dangerous animal charges shall be subject to the keeping requirements in subsection (b)(5).
- (7) Failure to Comply. It shall be unlawful for the owner or harborer of a dangerous animal to fail to comply with the keeping requirements and conditions set forth in Subsection (b)(5).
- (8) Any dangerous animal found to be the subject of a violation of any provision of this Chapter shall be subject to immediate seizure and impoundment.
- (9) Upon a second or subsequent conviction of this Section involving the same dangerous animal, in addition to other fines and penalties, the court may order the immediate removal of the dangerous animal from the city, surrender of the animal to an animal shelter or rescue, or order the animal humanely euthanized. For purposes of this Section, conviction includes a finding of guilt, or entry into a diversion agreement. If the Municipal Court orders a dangerous animal to be humanely euthanized, such euthanasia order shall be subject to the provisions of subsection (f) Euthanasia.
- (c) Vicious Animals
 - (1) It shall be unlawful to own or harbor a vicious animal.
 - (2) Vicious Animal shall mean an animal which, without provocation attacks and causes serious injury to any person, pet animal, or livestock.
 - (3) For purposes of this Section, “serious injury” shall mean deep puncture wound, crush injury, facial trauma, nerve damage, tendon damage, ligament damage, bone fracture, or other injuries requiring multiple sutures or surgery.
 - (4) No animal may be declared a vicious animal if the animal was protecting itself, its offspring, or a human being from threat or attack by a person or other animal when the incident occurred.
 - (5) In the event that an enforcement officer finds probable cause to believe an animal is vicious, that officer shall endeavor to issue a citation for a violation of subsection (c). Such animal shall be impounded at the Animal Shelter pending disposition of charges or further order of the municipal court.

- (6) In addition to other penalties imposed, upon conviction the municipal court shall order that the animal be humanely euthanized and direct the operator of the Animal Shelter or its veterinary designee to ensure that the order is enforced. Enforcement shall be subject to the provisions of subsection (f) Euthanasia.
- (d) Penalty. Any person violating this chapter shall, upon conviction, be punished by a fine of not less than \$75 and not more than \$500, or by imprisonment for a term not to exceed 90 days, or by both such fine and imprisonment.
- (e) Cost of Care. Upon conviction of a violation of any provisions of this Section, in addition to other fines and penalties, the owner or harbinger of the animal shall be ordered to pay any relevant expenses for boarding fees, quarantine fees, euthanasia fees, veterinary services, or other expenses necessary for the care of the animal during any period of impoundment at the Animal Shelter.
- (f) Euthanasia. If the Municipal Court orders an animal to be humanely euthanized pursuant to this Section, that decision shall be final unless the defendant appeals to a court of competent jurisdiction for any remedies that may be available within the applicable appeal period and posts a cash bond sufficient to pay daily boarding fees for the animal during the appeal period.
 - (1) A bond for the care of the animal pending appeal shall meet the following requirements:
 - a. A cash bond shall be filed with the Municipal Court on or before the date of Municipal Court disposition and must be sufficient to pay for the care of the animal at the rate of \$20 per day for a period of at least 30 days. Such bond shall expire at the end of the time for which expenses are covered by the bond.
 - b. Prior to the expiration of an active bond, the defendant shall post a new cash bond sufficient to pay for the care of the animal for the next period of at least 30 days.
 - (2) The euthanasia order shall be suspended pending final determination, so long a timely appeal is filed and a cash bond for the care of the animal remains active.
- (g) Diversion. A person may enter into a diversion agreement in lieu of further criminal proceedings for a violation of this section only once during any five-year period. As a condition of diversion, the defendant shall be required to pay any cost of care for any period of impoundment of the subject animal as specified in subsection (e); and shall be required to keep the subject animal in accordance with the keeping requirements and conditions of subsection (b)(5) for the duration of the diversionary period.

(Ord. 97-38, § 1, 10-15-1997; Ord. 06-39, § 1, 12-20-2006; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-7. Keeping Swine:

It shall be unlawful to keep any pig, hog or swine of any kind within the city.

(Ord. 97-38, § 1, 10-15-1997; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-8. Dead Animals:

The owner of any animal that shall die within the city shall, within twenty-four (24) hours, cause the carcass to be removed beyond the city limits; in no case shall such owner permit such

carcass to remain in the open air in the city until it becomes offensive in smell. The provisions of this section shall not pertain to a legally authorized pet cemetery.

(Ord. 97-38, § 1, 10-15-1997; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-9. Trapping, Snaring, Etc.:

(a) It shall be unlawful for any person to use any trap, cage, snare or bait to catch, kill, maim, destroy or otherwise take any animal within the city; provided, that upon complaint to the Police Department that any wild animal has caused or is causing damage or destruction of property upon any private premises in the City, such animal may be taken into custody and destroyed by a pest control firm or person or company approved by the Police Department. This subsection shall not apply to common household pests, including, but not limited to, rats, mice, bats or moles.

(b) The chief of police may authorize private citizens to trap, cage, snare or bait animals within the city where such authorization will aid city, county, state or federal animal or game control officers in the performance of their appointed duties.

(c) This section shall not apply to enforcement officers as designated and authorized by the city.

(Ord. 97-38, § 1, 10-15-1997; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-10. Keeping Domestic Animals:

(a) It shall be unlawful to keep, cause to be kept, harbor, or maintain any domestic animal in any manner contrary to the provisions of this article or any other provision of the city code or zoning regulations.

(b) Domestic Pets. No person shall own or harbor more than three dogs, no more than three cats, and no more than five total dogs and cats combined on the same premises; except that a litter of puppies or kittens may be kept for a period of time not exceeding six months from birth.

Persons legally owning dogs or cats in excess of the permitted number prior to September 1, 2024 shall be allowed to continue ownership of such animals, provided ownership remains with the same person. Veterinary records or animal registration records establishing ownership of such dogs or cats prior to September 1, 2024 shall be presented to an enforcement officer upon request.

(c) Farm Animals. No person shall own or harbor any farm animal in a residential zone of the city without a permit. Any person who desires to own, keep, or harbor one or more farm animals may apply to the City Clerk for a Farm Animal Permit that shall, upon issuance, permit the applicant to keep the animals specifically allowed in that permit.

(1) Farm Animal Permits. The City Clerk shall establish an application process to be followed by all individuals seeking a Farm Animal Permit. Such permits shall be issued for the period from January 1st through December 31st of each year. The City Manager is hereby authorized to set fees and fee-related policies for the Farm Animal Permit. All fees shall be nonrefundable and nontransferable.

a. Criteria. All applicants must adequately show that: (1) the keeping of the animals will not create a nuisance in the surrounding neighborhood, (2) humane care will be provided, and (3) the premises where the animals are kept

is suitable for the keeping of the number and type of animals requested and is in conformity with all City zoning requirements. The criteria to be evaluated include, without being limited to, the following:

1. The animals will be kept or maintained at all times in a safe and sanitary manner.
 2. The outdoor quarters in which the animals are kept or confined will meet the requirements of Sec. 6-5 Animal of Fowl Pens.
 3. The keeping of such animals will not create any animal nuisance by virtue of their behavior, number, type, or manner of keeping.
 4. The animals will not be found at large, will not damage the property of others, and will not molest or intimidate pedestrians or passersby.
 5. The applicant, or any person who will share in the care, custody, and control of the animals, is not currently in violation of, or has not previously violated any applicable City, state, or federal laws, codes, or regulations pertaining to the care and control of animals and the maintenance of their property, which would reflect adversely on their ability to fully comply with the conditions of the subject permit.
- b. Rented Property. Persons applying for a permit on rented property must provide a signed and notarized letter from the property owner granting permission to keep the requested animals on the property.
- c. Prohibitions. Farm Animal Permits shall be subject to the following prohibitions:
1. No livestock animal shall be permitted on any premises less than one acre in size.
 2. No more than one large livestock animal per acre shall be permitted, including bovine and equine.
 3. No roosters shall be permitted.
 4. No swine shall be permitted.
 5. No unpermitted animals shall be permitted.
 6. Offspring of permitted animals may only remain on the permitted premises until the age of weaning in the case of mammals, or in the age of maturity in the case of fowl.
 7. No commercial farm operations or slaughtering shall be permitted.
- d. Number of Animals. No more than 5 total domestic animals of any species or breed will be allowed under a farm animal permit.

(2) Application and Investigation.

- a. Upon receipt of application, the City Clerk shall forward the application to an Enforcement Officer designated by the City Manager for investigation. The

Enforcement Officer shall review the application and inspect the premises during the investigation process.

- b. Any applicant shall be required to show proof of meeting the required standards by clear and convincing evidence.
 - c. The enforcement officer shall submit a written report to the City Clerk stating the factual basis for its recommendation to grant or deny the application. The enforcement officer may consider the comments of neighbors, past violations by the applicant, the size, condition, and location of the area where the animals will be kept, the size of the animals to be kept, past complaints concerning the applicant, or any other factors relative to the issue of keeping domestic pet or farm animals.
 - d. Any permits issued shall be issued for the individual applicant at a specific premises for the animals listed in the application. A permit shall not transfer to a new owner. An animal subject to a Farm Animal Permit may be replaced with an animal of the same species, breed, and sex, and a new permit shall not be required. Any other changes shall require a new application and permit. Such changes should be reported to the City Clerk within 14 days. Nothing in this Section shall exempt or except any applicant or any other person from any other requirement of this Chapter.
- (3) Determination. Applicants for a Farm Animal Permit will be notified in writing when a determination has been made. The City Clerk shall deny any application where the applicant fails to show proof of the permit criteria.
- (4) Permit Revocation. A Farm Animal Permit may be revoked by the City Clerk upon a showing that; (1) the animal's place of keeping constitutes a nuisance to the surrounding neighbors, (2) humane standards of care are not being met by the permittee, (3) a non-permitted animal is being kept on the premises, (4) evidence of a prohibited activity is found on the premises, (5) a violation of this Chapter of has occurred, (6) a violation of zoning regulations has occurred, or (6) the permittee provided false information in their application.
- (5) Appeal. In the event of a denial or revocation of a permit, the City Clerk shall notify the applicant by first class mail, and the applicant shall then have ten (10) calendar days in which to appeal the determination to the property maintenance appeal board.
- (d) Exemptions. The provisions of subsections (b) and (c) shall not apply to a licensed animal shelter, licensed veterinary clinic or other licensed facility where animals are kept in accordance with licensing requirements; a properly zoned kennel as defined and authorized by the zoning regulations; or a service animal that has been individually trained to assist a person with a disability as recognized under the Americans with Disabilities Act.
- (Ord. 97-38, § 1, 10-15-1997; Ord. 98-7, § 3, 3-4-1998; Ord. 22-48, § 2, 11-2-2022; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-11. Impoundment, Redemption, and Adoption of Animals:

- (a) Any domestic animal found by an enforcement officer to be kept or maintained in violation of the terms of this chapter may be impounded in the manner provided by law.
- (b) Animals impounded at the Animal Shelter which are not subject to quarantine or court hold shall be safely kept for a period of three (3) business days following the day of receipt of the animal, during which time such animal may be released to the owner or harbinger upon payment of fees and costs for the care of the animal.
- (c) The fee for impoundment and keeping a dog or cat, or other animal, shall be twenty dollars (\$20.00) per day, including the day of capture. The owner or harbinger of an animal impounded at the animal shelter shall also be responsible for the cost of reasonable veterinary care for the animal during impoundment, if any. Impoundment fee may be waived at the discretion of the animal shelter.
- (d) Animals not redeemed by the owner or harbinger within the statutory holding period may be made available for adoption to a suitable prospective owner. An adoption fee may be charged to a prospective owner. No dog or cat shall be transferred to the permanent custody of a prospective owner unless such dog or cat has been surgically spayed or neutered; or the prospective owner signs an agreement to have the dog or cat spayed or neutered and deposits an amount as determined by the animal shelter which shall be refunded upon presentation of a written statement signed by a licensed veterinarian that the dog or cat has been spayed or neutered
- (e) It shall be unlawful for an owner or harbinger to fail to reclaim an animal impounded at the animal shelter within three (3) business days of impoundment.

(Ord. 97-38, § 1, 10-15-1997; Ord. 03-22, § 1, 5-21-2003; Ord. 06-39, § 2, 12-20-2006; Ord. 15-33, 12-16-2015; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-12 Reckless Animal Owner; declaration.

- (a) Any person convicted of a violation of one or more violations of this chapter on three separate occasions in a thirty-six (36) month period may be declared a reckless animal owner by the municipal court.
- (b) Any person declared a reckless animal owner shall, at the time of declaration, advise the court of the breed, age, sex, and pattern of currently owned animals.
- (c) Once declared a reckless animal owner, it shall be unlawful for a person to acquire, own, keep, possess, or harbor any additional animals for a period of up to five (5) years from the date of the declaration.
- (d) If a person is convicted of further violations of this Chapter after being declared a reckless animal owner, the municipal court may order the subject animal to be surrendered to an enforcement officer or subject to other disposition as determined by the court.

(Ord. 24-24 § 1, 8-21-2024)

Secs. 6-13–6-20. Reserved:

ARTICLE II. DOGS AND CATS

DIVISION 1. GENERALLY

Sec. 6-21. Repealed. (Rep. by Ord. 24-24, 8-21-2024)

Sec. 6-22. Repealed. (Rep. by Ord. 24-24, 8-21-2024)

Sec. 6-23. Repealed. (Rep. by Ord. 24-24, 8-21-2024)

Sec. 6-24 Rabies:

- (a) It is unlawful for any person to own or harbor any dog or cat six (6) months of age or older unless such dog or cat is currently vaccinated against rabies. The rabies vaccination receipt issued at the time of vaccination shall be carefully preserved by the owner or harbinger of the dog or cat and exhibited promptly upon request for inspection by an enforcement officer.
- (b) If at any time rabies shall be reported or suspected to be in the city or vicinity, the chief of police shall have the right and power to compel the muzzling of all dogs during a period to be fixed by him in a notice published in the official paper; and it shall be unlawful to disobey such notice. (Ord. 87-3, § 1, 1-21-1987; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-25. Animal Bites and Quarantines:

- a) Any person with knowledge that a dog, cat, or other domestic mammal has bitten and penetrated the skin of a human or animal, or with knowledge that a human or animal has been exposed to rabies, shall promptly report such bite to the Police Department or the Lyon County Public Health Office. Rabies quarantine procedures shall be initiated when appropriate, in accordance with the provisions of this section and in conjunction with Lyon County Public Health orders.
- b) Any domestic mammal that bites and penetrates the skin of a human or other domestic mammal shall be confined and quarantined for a period of not less than ten (10) days, in the following manner:
 - 1) Quarantine confinement shall take place either at a licensed animal shelter or veterinary clinic until such time as the Public Health Officer finds that such dog or cat shows no evidence of having rabies.
 - 2) If it is determined that a dog or cat is suffering from rabies, it shall be forthwith euthanized; otherwise, it shall be released from quarantine at the end of the confinement period unless the animal is subject to court hold for impoundment.
 - 3) The owner or harbinger of confined animals shall be responsible for the payment of any cost of such confinement and any additional fees relative to the confinement or maintenance of the animal. The fee for keeping a quarantined dog or cat at the city animal shelter shall be twenty dollars (\$20.00) per day or part thereof, plus any other applicable animal shelter fees.
- c) All orders of the Public Health Officer regarding observation, quarantine, euthanasia, and testing shall be followed.
- d) Failure to report a bite or rabies exposure as required in subsection (a) shall, upon conviction, be punished by a fine of not less than \$50.00.
- e) Failure to comply with an observation, quarantine, or euthanasia order shall, upon conviction, be punished by a fine of not less than \$150.00 and not more than \$500.00, or by imprisonment for a term not to exceed 90 days, or by both such fine and imprisonment.

(Ord. 87-3, § 1, 1-21-1987; Ord. 03-22, § 3, 5-21-2003; Ord. 06-39, § 3, 12-20-2006; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-26. Repealed. (Rep. by Ord. 24-24, 8-21-2024)

Sec. 6-27. Repealed. (Rep. by Ord. 24-24, 8-21-2024)

Sec. 6-28. Repealed. (Rep. by Ord. 24-24, 8-21-2024)

Sec. 6-29. Proper Confinement of Cats and Dogs in Heat Required:

The owner of any female cat or dog shall, during the period that such animal is in heat (estrus), keep it securely confined and enclosed within a building or secure enclosure. The area of the enclosure shall be so constructed that no other cats or dogs may gain access to the confined animal except for purposes of planned breeding.

(Ord. 87-3, § 1, 1-21-1987; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-30. Community Cats, Colonies, and Caregivers:

- a) Community cat colonies are authorized to remain in the city under the care of a community cat caregiver, subject to the requirements of this Section.
- b) Community Cat Caregiver Requirements:
 - 1) Community cat caregivers must register with the animal shelter or other organization approved by the Police Chief.
 - 2) Registered caregivers are authorized to provide food, water, shelter, and medical services to community cat colonies.
 - 3) A registered caregiver is not an owner of a community cat colony and has no legal rights to feral or stray cats in the colony. The responsibility of a community cat colony does not impact the caregiver's right to ownership of pets in accordance with this Chapter.
- c) Community Cat Colony Requirements:
 - 1) A community cat colony must have a registered caregiver.
 - 2) All cats that are part of a community cat colony shall be sterilized, vaccinated against rabies, and ear-tipped at the supervision of a licensed veterinarian. FVRCP vaccination is encouraged. TNR programs shall be permitted to be practiced by community cat caregivers, organizations, and animal control, in compliance with any applicable federal or state law.
 - 3) Community cats in a registered colony are exempt from pet registration and licensing requirements.
- d) Public Nuisance:
 - 1) For purposes of this Section, public nuisance means any repeated acts of a cat or cats within a registered community cat colony that damages rights and privileges common to the public or enjoyment of public and private property or indirectly injures or threatens the safety of a member of the public. Such actions include but are not limited to, urinating or defecating on a complainant's property or immediately adjacent public property, destruction of complainant's property or

public property, unwanted and repeated squatting on complainant's property, destruction to wildlife or other animals upon complainant's property or public property. The standard by which to judge whether the Community Cat Colony is a public nuisance is that of a reasonable person.

- 2) If an enforcement officer has reason to believe that one or more cats in a registered colony are creating a public nuisance, the enforcement officer shall provide notice in writing to the registered caregiver regarding the nature of the nuisance.
- 3) If the caregiver fails to resolve the nuisance within 30 days or fails to cooperate with the enforcement officer in abating the nuisance, an enforcement officer may remove one or more cats from the colony or may remove or relocate the entire colony. In addition, the caregiver's registration may be revoked.
- 4) Nothing in this section shall limit the authority of an enforcement officer to enforce the provisions of this Chapter.

(Ord. 24-24 § 1, 8-21-2024)

Secs. 6-31–6-40. Reserved:

DIVISION 2. PET REGISTRATION AND LICENSING

Sec. 6-41. Required:

It shall be the duty of every owner or harbinger of a dog or cat within the limits of the city to cause said dog or cat to be registered in accordance with the provisions of this article.

(Ord. 87-3, § 1, 1-21-1987; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-42. Fee:

- (a) The owner or harbinger of a dog or cat shall pay an annual registration and licensing fee as follows:
 - (1) For each neutered male dog or cat or spayed female dog or cat, fifteen dollars (\$15.00).
 - (2) For each unneutered male dog or cat or unsplayed female dog or cat, forty dollars (\$40.00).
- (b) An owner of a dog or cat that meets the following conditions may be exempt from the requirements for subsequent annual registration and affixing of dog tags under this Article, after the first such registration, when:
 - (1) the animal has been implanted with a unique and identifying microchip capable of being read by an external reader owned by the organization administering dog registration under a contract with the City;
 - (2) the animal has current vaccine for rabies; and
 - (3) the animal has been sterilized and the owner has presented satisfactory evidence of sterilization as defined in subsection (1) of this section.

- (c) The annual registration and licensing fee shall be due and payable on January 2 of each year or within three (3) days after a dog or cat is brought into the city or arrives at the age of six (6) months. All licenses shall expire on December 31 of the year issued.

(Ord. 87-3, § 1, 1-21-1987; Ord. 87-24, § 1, 8-19-1987; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-43. Application, Proof of Vaccination and Issuance of Tag:

- (a) It shall be the duty of every dog or cat owner or harborer within the city annually to furnish to Police Department or Animal Shelter an apt description of any dog or cat of which he is the owner or harborer, and to pay the annual registration and licensing tax.
- (b) Each licensed cat or dog shall receive a new tag for each year, which shall have stamped or engraved thereon the year of issue, the words "Emporia City Tag" with a number thereon corresponding with the number on the receipts and descriptions; provided, that no receipt shall be given or tag issued until the owner or harborer shall furnish a certificate signed by a registered veterinarian showing thereon said dog has been inoculated for rabies either with:

- (1) Killed tissue vaccine (sometimes known as "one year vaccine"); or

- (2) With the modified live virus vaccine (sometimes known as "three year vaccine");

and that said vaccination is current and valid.

(Ord. 87-3, § 1, 1-21-1987; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-44. Display Of Tag; Duplicate Tags:

It shall be the duty of every owner or harborer of a dog or cat upon which the tax has been paid and which has been registered and licensed as provided to put around the neck of such dog or cat a collar and annually attach thereto securely with a metallic fastening the tag provided for in this article and cause such tag to be constantly worn by such dog or cat until the license is renewed; or shall be available for presentation upon demand to an enforcement officer. When any tag has been lost, the chief of police shall, upon presentation of the receipt showing that the tax has been paid on such dog or cat, issue to the person requesting the same a duplicate tag upon payment of the sum of five dollars (\$5.00).

(Ord. 87-3, § 1, 1-21-1987; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-45. Repealed (Rep. by Ord. 24-24, 8-21-2024)

Sec. 6-46. Exemptions:

The provisions of this division shall not apply to:

- (a) A dog or cat which is less than six (6) months old; or
- (b) A dog or cat temporarily in the city accompanied by its owner or harborer who is a nonresident of the city, provided that a dog or cat visiting in the city for more than thirty (30) cumulative days shall be registered and licensed; or
- (c) An ear-tipped community cat.

(Ord. 87-3, § 1, 1-21-1987; Ord. 15-33, 12-16-2015; Ord. 24-24 § 1, 8-21-2024)

Sec. 6-47–6-49 Reserved.

ARTICLE III. ENFORCEMENT AND PENALTIES

Sec. 6-50. Enforcement.

- (a) It is hereby made the duty of an Enforcement Officer, or anyone having the authority of an Enforcement Officer, to enforce the terms and provisions of this Chapter. An Enforcement Officer is authorized to issue citations to any person found in violation of this chapter, and to impound any animal which is the subject of such violation.
- (b) The City Manager or Police Chief may appoint persons to be known as Enforcement Officers whose duties it shall be to assist in the enforcement of this Chapter.

(Ord. 24-24 § 1, 8-21-2024)

Sec. 6-51. Penalties, Generally.

- (a) Any person convicted of a violation of any provision of this Chapter shall be deemed guilty of an ordinance violation, and upon conviction of any such violation shall, unless other specific penalty or penalty range is provided by another Section of this Chapter, be punished by a fine of up to \$500.00, or by imprisonment for a term not to exceed 30 days, or by both such fine and imprisonment.
- (b) Any person violating any of the following sections of this Chapter:
 - Sec. 6-2 pertaining to animal nuisance;
 - Sec. 6-3 pertaining to animals running at large; or
 - Sec. 6-29. pertaining to proper confinement of cats and dogs in heatshall, upon conviction, be sentenced by the court according to the following schedule of minimum fines:
 - First offense: \$50.00
 - Second offense: \$100.00
 - Third or subsequent offense: \$250.00
 - (1) Conviction includes being convicted of a violation of the same city code provision or entering into a diversion agreement in lieu of further criminal proceedings in a case alleging a violation of the same city code provision.
 - (2) Any conviction or entry into a diversion agreement within the 5 years preceding the offense date shall be considered for purposes in determining whether an offense is a first, second, third, fourth or subsequent.
- (c) Any person violating any of the following sections of this Chapter:
 - Sec. 6-4 pertaining to tethering;
 - Sec. 6-9 pertaining to trapping and snaring; and
 - Sec. 6-24 pertaining to rabies vaccination;
 - Sec. 6-30 pertaining to registration of community cat caregivers; or
 - Sec. 6-41 pertaining to dog and cat registrationshall, upon conviction, be punished by a fine of not less than \$50.00. Each day's violation may constitute a separate offense.

(d) Any person violating any of the following sections of this Chapter:

Sec. 6-5 pertaining to animal or fowl pens;

Sec. 6-7 pertaining to the illegal keeping of swine;

Sec. 6-8 pertaining to removal of dead animals;

Sec. 6-10 pertaining to the illegal keeping of domestic animals;

shall, upon conviction, be punished by a fine of not less than \$75.00. Each day's violation may constitute a separate offense.

(e) In addition to the penalties listed in this Section, the municipal court may also order reasonable restitution and any other remedy as may be from time to time provided or allowed by other applicable law.

(Ord. 24-24 § 1, 8-21-2024)"

Section 2. That Chapter 6 of the Code of the City of Emporia, Kansas as it existed prior to the adoption of this ordinance is hereby repealed.

Section 3. This ordinance shall take effect upon its publication in the official city newspaper.

Section 4. The provisions of this ordinance shall be included and incorporated in the Code of Ordinances of the City of Emporia, Kansas as an addition or amendment thereto and shall be appropriately renumbered to conform to the uniform numbering system of the Code.

PASSED AND APPROVED by the Governing Body of the City of Emporia, Kansas, this 21st day of August 2024.

Erren Harter, Mayor

ATTEST:

Kerry Sull, City Clerk



Commission Action Report

Award of CCLIP FY2025 Resurfacing Project

Title: Award of CCLIP FY2025 Resurfacing KS-99 Highway (3rd Avenue to Railroad Tracks and 12th Avenue to North City Limits), Project No. PV2401 KDOT Project No. 056 U-2506-01

Agenda Date: August 21, 2024

Presented By: James Ubert, City Engineer

Background:

The City of Emporia entered into a cost sharing agreement with KDOT in 2023 for CCLIP Resurfacing of KS-99 Highway between 3rd Avenue and the Railroad Tracks and 12th Avenue and North City Limits which were last resurfacing in 2018 (FY2019). This project will including milling and grinding of KS-99 Highway and restriping on the roadway.

Discussion:

The City of Emporia Engineering Office opened bids on Tuesday, August 13th at 2:00 pm in the Engineering Conference Room. Two (2) bids were received. There are as follows:

Contractor	Base Bid
APAC-Kansas Inc, Shears Division	\$791,070.22
Killough Construction	\$806,684.91
Engineer's Estimate	\$785,078.10

Financial considerations:

The City will be required to contribute minimum of 10% plus the amount over KDOT's cost share portion of \$400,000.00. The City's share of funding shall be paid from the Multi Year Fund and County Wide Sale Tax Revenue.

Recommended action:

Staff recommends awarding the project to APAC-Kansas, Inc. Shears Division for the base bid amount of \$791,070.22.

Attachments:

Bid tabulation.

CITY OF EMPORIA, KS BID TABULATION FOR CCLIP SURFACE PRESERVATION FY2025 KS-99 HIGHWAY (KANSAS AVENUE TO RAILROAD CROSSING AND 12TH AVENUE TO NORTH CITY LIMITS) PROJECT NO. PV2401 KDOT PROJECT NO. 056 U-2506-01 Location: City of Emporia Engineering Department Bids Opened: 2:00 pm, August 13, 2024								
			APAC-Kansas Inc, Shears Division		Killough Construction		CITY ENGINEER'S ESTIMATE	
Quantity	Units	Description	Unit	Total	Unit	Total	Unit	Total
1	L.S.	Mobilization	\$73,293.02	\$73,293.02	\$60,750.00	\$60,750.00	\$52,000.00	\$52,000.00
35,357	S.Y.	Milling and Grinding (2" Avg. Depth)	\$2.60	\$91,928.20	\$3.69	\$130,467.33	\$2.80	\$98,999.60
4,267	TONS	HMA (Commercial Grade) (Class A) (2" Avg. Depth)	\$104.00	\$443,768.00	\$111.74	\$476,794.58	\$110.00	\$469,370.00
8	S.Y.	Road Patching (Remove and Replace)	\$685.00	\$5,480.00	\$800.00	\$6,400.00	\$250.00	\$2,000.00
4	Ea.	Utility Adjustment (Valve Box) (Concrete) (Water)	\$1,850.00	\$7,400.00	\$1,500.00	\$6,000.00	\$1,000.00	\$4,000.00
14,294	L.F.	Pavement Marking (Thermoplastic) (Yellow) (4")	\$1.25	\$17,867.50	\$1.50	\$21,441.00	\$2.00	\$28,588.00
1,210	L.F.	Pavement Marking (Thermoplastic) (White) (4")	\$2.00	\$2,420.00	\$1.50	\$1,815.00	\$2.00	\$2,420.00
1,949	L.F.	Pavement Marking (Thermoplastic) (White) (6")	\$1.50	\$2,923.50	\$2.00	\$3,898.00	\$2.00	\$3,898.00
107	L.F.	Pavement Marking (Thermoplastic) (Yellow) (12")	\$10.00	\$1,070.00	\$4.00	\$428.00	\$5.50	\$588.50
34	L.F.	Pavement Marking (Thermoplastic) (White) (12")	\$10.00	\$340.00	\$4.00	\$136.00	\$5.50	\$187.00
200	L.F.	Pavement Marking (Multi-Component) (Yellow) (4")	\$1.50	\$300.00	\$2.00	\$400.00	\$3.00	\$600.00
100	L.F.	Pavement Marking (Multi-Component) (White) (6")	\$2.00	\$200.00	\$2.50	\$250.00	\$3.00	\$300.00
1,180	L.F.	Pavement Marking (Intersection Grade) (White) (24")	\$18.00	\$21,240.00	\$10.00	\$11,800.00	\$16.00	\$18,880.00
3	Ea.	Pavement Marking (Intersection Grade) (White) (Thru/Left Turn)	\$450.00	\$1,350.00	\$350.00	\$1,050.00	\$500.00	\$1,500.00
5	Ea.	Pavement Marking (Intersection Grade) (White) (Thru Arrow)	\$350.00	\$1,750.00	\$275.00	\$1,375.00	\$400.00	\$2,000.00
13	Ea.	Pavement Marking (Intersection Grade) (White) (Right Turn Arrow)	\$350.00	\$4,550.00	\$275.00	\$3,575.00	\$400.00	\$5,200.00
42	Ea.	Pavement Marking (Intersection Grade) (White) (Left Turn Arrow)	\$350.00	\$14,700.00	\$275.00	\$11,550.00	\$400.00	\$16,800.00
1	Ea.	Pavement Marking (Intersection Grade) (White) (ONLY) (Symbol)	\$500.00	\$500.00	\$300.00	\$300.00	\$500.00	\$500.00
1	Ea.	Pavement Marking (Intersection Grade) (White) (RAILROAD) (Symbol)	\$1,200.00	\$1,200.00	\$500.00	\$500.00	\$750.00	\$750.00
3	S.F.	Sign (Flat Sheet) (High Performance)	\$30.00	\$90.00	\$75.00	\$225.00	\$35.00	\$105.00

CITY OF EMPORIA, KS								
BID TABULATION								
FOR CCLIP SURFACE PRESERVATION FY2025 KS-99 HIGHWAY (KANSAS AVENUE TO RAILROAD CROSSING AND 12TH AVENUE TO NORTH CITY LIMITS)								
PROJECT NO. PV2401 KDOT PROJECT NO. 056 U-2506-01								
Location: City of Emporia Engineering Department								
Bids Opened: 2:00 pm, August 13, 2024								
			APAC-Kansas Inc, Shears Division		Killough Construction		CITY ENGINEER'S ESTIMATE	
Quantity	Units	Description	Unit	Total	Unit	Total	Unit	Total
8	L.F.	Sign Post (1 3/4" PSST)	\$15.00	\$120.00	\$25.00	\$200.00	\$30.00	\$240.00
1	Ea.	Sign Post Footing (1 3/4" PSST)	\$250.00	\$250.00	\$200.00	\$200.00	\$122.00	\$122.00
19	Ea.	Traffic Signal Loop Replacement	\$3,200.00	\$60,800.00	\$2,200.00	\$41,800.00	\$2,500.00	\$47,500.00
1	L.S.	Traffic Control	\$35,000.00	\$35,000.00	\$23,300.00	\$23,300.00	\$26,000.00	\$26,000.00
1	HR.	Flagger (Set Price)	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00
1	L.S.	Maintenance Bond	\$2,500.00	\$2,500.00	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00
TOTAL AMOUNT OF BASE BID:			<u>\$791,070.22</u>		<u>\$806,684.91</u>		<u>\$785,078.10</u>	



Commission Action Report

Award of South Avenue Box Bridge Improvements

Title: Award of South Avenue Box Bridge Improvements (330' East of Prairie Street) Project No. SW2403

Agenda Date: August 21, 2024

Presented By: James Ubert, City Engineer

Background:

KDOT performed a bridge inspection audit at the City of Emporia's bridge inventory this past year and informed Engineering that we needed to repair the RCB Box scour at this bridge or begin inspecting it every year. Engineering decided to make the RCB bridge scour improvements and this is that project.

Discussion:

The City of Emporia Engineering Office opened bids on Tuesday, August 13th at 3:00 pm in the Engineering Conference Room. Three (3) bids were received, one (1) was non-responsive. The responsive bids are as follows:

Contractor	Base Bid
L. Underwood LLC	\$37,387.70
S.R. Coffman Construction	\$48,460.51
Engineer's Estimate	\$22,350.00

Financial considerations:

The project will be funded by stormwater funds which is funded by Multi-Year Fund.

Recommended action:

Staff recommends awarding L. Underwood LLC the base bid amount of \$37,387.70.

Attachments:

Bid tabulation.

CITY OF EMPORIA, KS
 BID TABULATION
 FOR SOUTH AVENUE BOX BRIDGE IMPROVEMENTS (330' EAST OF PRAIRIE STREET)
 PROJECT NO. SW2403

Location: City of Emporia Engineering Department
 Bids Opened: 3:00 pm, August 13, 2024

BASE BID			L. Underwood LLC		S.R. Coffman Construction		CITY ENGINEER'S ESTIMATE	
Quantity	Units	Description	Unit	Total	Unit	Total	Unit	Total
1	L.S.	Mobilization	\$12,500.00	\$12,500.00	\$4,200.00	\$4,200.00	\$1,000.00	\$1,000.00
1	L.S.	Clearing & Grubbing	\$3,500.00	\$3,500.00	\$9,700.00	\$9,700.00	\$10,000.00	\$10,000.00
156.4	C.Y.	18" Shot Rock (Rip Rap)	\$109.25	\$17,086.70	\$138.75	\$21,700.50	\$50.00	\$7,820.00
17.8	C.Y.	Common Excavation	\$45.00	\$801.00	\$312.36	\$5,560.01	\$100.00	\$1,780.00
1	L.S.	Permanent Seeding & Mulching	\$2,000.00	\$2,000.00	\$6,100.00	\$6,100.00	\$750.00	\$750.00
1	L.S.	Traffic Control	\$1,500.00	\$1,500.00	\$1,200.00	\$1,200.00	\$1,000.00	\$1,000.00
TOTAL AMOUNT OF BASE BID:				<u>\$37,387.70</u>		<u>\$48,460.51</u>		<u>\$22,350.00</u>



Commission Action Report

Hamm Municipal Solid Waste Amendment No. 4 and Single Stream Recyclables Processing Amendment

Title: Hamm Municipal Solid Waste Amendment No. 4 and Single Stream Recyclables Processing Amendment

Agenda Date: August 21, 2024

Presented By: Dean Grant, Director of Public Works

Background:

The City has two contracts with Hamm Companies for Municipal Solid Waste and Single Stream Recycling. They have requested an amendment to the Municipal Solid Waste contract that would change language referencing the number of tons per load and any trailer damage while in the possession of the City.

With regards to the Single Stream Recycling contract, Hamm gave notice of termination on the current contract. They have requested to increase the per ton rate, and they would like to increase the rate for the recycling to be hauled to the processing center. The new rates would increase single stream recycling from \$45.00 to \$105.00 per ton, and the trucking rate would increase from \$295.00 to \$625.00 per load. There will also be a built-in annual increase which will be based on the Consumer Price Index plus three percent (3%). The amendment would also extend the single stream recycling contract through December 31, 2026, with both the MSW and Recycling contracts terminating at the same time.

Discussion:

Staff is asking the commission to approve the language changes in the MSW contract.

The contract will increase the recycling cost by approximately \$100,000.00, based on 2023 numbers.

Financial Considerations:

There is no financial impact to the Solid Waste Fund due to the change in MSW contract.

The Single Stream Recycling contract will increase the per ton rate to \$105.00 and the per load hauling rate to \$625.00. An increased expenditure to the Solid Waste Fund of approximately \$100,000.00 in the first year.

Recommended Action:

Approve the Amendment No. 4 to the Municipal Solid Waste contract

Approve the Amendment the Single Stream Recyclables Processing contract

Attachments:

MSW Contract Amendment No 4

Single Stream Recyclables Processing Amendment

Fourth Modification and Addendum

This Fourth Modification and Addendum is intended by the parties hereto to modify and supplement a certain Agreement for Transport and Disposal of Solid Waste, dated March 30, 2000, ("Agreement") entered into by and between the City of Emporia and Board of County Commissioners of Lyon County, Kansas("City/County"), and N.R. Hamm Quarry, Inc. ("Operator"); and to supplement and modify the Third Modification and Addendum signed by the parties on June 3, 2020.

WHEREAS, the parties hereto entered into the aforesaid Agreement on March 30, 2000, which was modified by a Modification and Addendum in 2006, which was cancelled and replaced by a second Modification and Addendum on July 17, 2008, and which was again cancelled and replaced by the Third Modification and Addendum on June 3, 2020, and the parties now wish to modify and supplement the same.

Now, therefore, in consideration of the mutual covenants and conditions herein contained, it is agreed by the parties as followed:

1. The effective date of this Fourth Modification and Addendum shall be September 1, 2024.
2. The provisions of the Third Modification and Addendum shall remain in full force and effect except as modified herein.
3. The parties agree to add Paragraph 19 to the Agreement consisting of the following provision regarding minimum average payloads, to accommodate efficient utilization of the trailers which haul the waste:

19. Minimum Payload for Solid Waste. The City/County shall load trailers with Solid Waste with a minimum payload of twenty-two (22) Tons. A minimum charge of twenty-two (22) Tons times the current Base Price will be charged for each load of Solid Waste hauled from the City/County Transfer Station. The trailers provided by Hamm shall be of dimensions that are of standard width, of a height not less than thirteen (13) feet as measured from the ground and a length of not less than forty-nine (49) feet. In the event a trailer supplied by Hamm is smaller than the foregoing specifications, the Solid Waste delivered by that trailer shall not be charged any additional amount for payloads less than twenty-two (22) Tons. City/County shall dispose of transfer station solid waste exclusively at Hamm Landfill or Materials Recovery Facility ("MRF").

4. The parties agree to replace Paragraph 5 of the Agreement with the following provision, regarding conformance to certain standards:
 5. Waste. Only municipal solid waste (MSW) shall be accepted for transport and disposal. MSW is generally defined as non-hazardous solid waste generated primarily by households, but which may include some contribution from commercial, institutional, and industrial sources as well.

Fourth Modification and Addendum

MSW, as that term is defined for purposes of this Agreement, shall not include any Unacceptable Waste defined as (a) hazardous waste under the Resource Conservation and Recovery Act, 42 U.S.C.A. §§ 6901 et seq, or its implementing regulations, 40 C.F.R. part 261, ("RCRA") (including Kansas counterparts); and (b) any waste, including without limitation, lithium-ion batteries (including devices containing such batteries), or other materials or solvents that when transferred, transported, processed or disposed of may, because of chemical or physical characteristics, heat up, ignite, explode, react, spark or create conditions leading to smoke, fire, explosion or other chemical reaction regardless of whether such material constitutes regulated hazardous waste and regardless of whether the generator is a household, very small quantity generator, or small quantity generator as those terms are defined in RCRA.

Hamm shall not take title to and shall maintain the right to reject, any Unacceptable Waste regardless of whether (a) the material has been transferred into Hamm's trailer or is under Hamm's custody and control; (b) off-loaded at Hamm's facility; or (c) processed, treated, or disposed of. City/County agrees to make reasonable efforts to tender only non-hazardous MSW as defined herein which Hamm may properly dispose of under the terms of Hamm's permit and this Agreement. City/County will make reasonable efforts to inform residents of disposal guidelines and restrictions to discourage the discarding of Unacceptable Waste and to ensure that it tenders only MSW as defined herein that Hamm may lawfully and safely dispose of under the terms of Hamm's permit and this Agreement. Hamm agrees to support the City/County in development of marketing deliverables and in the City's/County's efforts to encourage the appropriate disposal of Unacceptable Waste.

Special permitted waste will be reviewed on a case-by-case basis for disposal acceptance as determined by Contractor. Ownership of MSW not containing Unacceptable Waste shall be transferred to the Contractor when the waste is loaded into the transfer trailers. In the event that hazardous waste is delivered to the Contractor, Contractor shall have the right to dispose of the same according to law at a facility which has been approved to accept hazardous waste. City/County shall reimburse Contractor for all necessary and reasonable expenses so incurred by Contractor in disposing of such hazardous waste

5. The parties agree to replace Paragraph 4 of the Agreement with the following provision, regarding conformance to certain standards:
 6. Equipment and Loading. The City/County, at its expense, shall be responsible for damage to Contractor's trailers while such equipment is in the care, custody, and control of the City/County other than damage caused by acts of

Fourth Modification and Addendum

God including tornado, floods, etc. or beyond wear caused in normal usage. All empty trailers shall be inspected upon delivery to the transfer facility by the City /County and Contractor and documented. The Contractor shall inspect the loaded trailers during the unloading operation at the disposal site. If damage is detected, damage shall be documented and the City/County shall be notified immediately. The Contractor's transport equipment shall be loaded by the City/County in a manner such that gross and axle weights of the transport equipment do not exceed the limits set forth in K.S.A. 8-1908-1909, and amendments thereto. The Contractor, at its expense, shall be responsible for transportation of solid waste from the transfer facility to the disposal site, disposal of such solid waste in the site, and operation of the disposal site.

In the event of damage to Contractor's trailers caused by Unacceptable Materials, the City/County agree it shall be responsible to pay the full repair cost or, in the event of a total loss, Hamm's full replacement expense for any damage to Hamm's trailers occurring at City's/County's transfer station either through payment from the City's/County's insurance coverage or directly by the City/County or by a combination of insurance proceeds and City/County funds necessary to compensate Hamm for full trailer repair or replacement cost. Normal usage wear is not considered "Equipment Damage" compensable by the City/County.

In witness whereof, the parties have signed this Third Modification and Addendum, on this 21 day of August, 2024.

Operator:
N.R.Hamm Quarry, Inc.

Board of County Commissioners
Of Lyon County, Kansas

By: _____
President

By: _____
Rollie Martin, Chairman

Attest: _____
Tammy Vopat, County Clerk

City of Emporia, Kansas

By: _____
Erren Harter, Mayor

Attest: _____
Kerry Sull, City Clerk

Second Addendum to Recyclables Processing and Marketing Service Agreement

This Second Addendum to Recyclables Processing and Marketing Service Agreement is intended by the parties hereto to modify and supplement a certain agreement for Recyclables Processing and Marketing Service Agreement, dated June 1, 2015, ("the Agreement") entered into by and between the City of Emporia, Kansas ("City") and N.R. Hamm Quarry, LLC., ("Contractor"), and cancel and replace an Addendum to Recyclables Processing and Marketing Service Agreement signed by the parties on June 3, 2020 ("First Addendum").

Whereas, the parties entered into the Agreement on June 1, 2015, and the term of the Agreement is five (5) years, ending on May 31, 2020, with two (2) three-year renewals by mutual agreement of the parties; and

Whereas, the parties entered into an Addendum to Recyclables Processing and Marketing Service Agreement on June 3, 2020, and now the parties desire to cancel and replace the First Addendum with this Second Addendum to Recyclables Processing and Marketing Service Agreement; and

Whereas, the parties wish to adjust certain terms related to the processing fee, transport costs, and promotion of the single stream program.

Now, therefore, in consideration of the mutual covenants and conditions herein contained, it is agreed by the parties as followed:

1. Effective Date and Term: The effective date of this Amendment shall be September 1, 2024. The term of the contract, expressed in Paragraph 2 of the Agreement, shall be extended to **December 31, 2026**.
2. Schedule 2: Schedule 2, titled Specifications for Single Stream Recyclable Materials, shall be replaced by the attached Amended Schedule 2.
3. Schedule 3 and Schedule 5: Schedule 3, titled Revenue Sharing and Fees, including the Processing Fee, shall be replaced by the attached Amended Schedule 3, thereby incorporating Schedule 5, titled Indice Reference Table for Single Stream Recyclables, setting forth updated references for the determination of Actual Blended Value.
4. Schedule 4: Schedule 4, titled Rebate Schedule for Recyclable Materials, shall be replaced by the attached Amended Schedule 4.
5. Promotion of Single Stream Program: Contractor shall work in good faith to assist the City in the promotion of the single stream recycling program, by providing marketing deliverables including, but not limited to providing literature and brochures utilized by other contacts of the Contractors in their respective programs, informing the City of best practices for educational programs, and connecting the City with industry leaders involved in promotion of recycling industry programs.

Second Addendum to Recyclables Processing and Marketing Service Agreement

6. Other Terms. All remaining terms of the Agreement shall remain in place.

In witness whereof, the parties have signed this Addendum to Recyclables Processing and Marketing Service Agreement, on this 21 day of August, 2024.

Contractor:

City:

N.R.Hamm Quarry, Inc.

City of Emporia, Kansas

By: _____
President

By: _____
Erren Harter, Mayor

Attest: _____
Kerry Sull, City Clerk

Second Addendum to Recyclables Processing and Marketing Service Agreement

Amended Schedule 2

SPECIFICATIONS FOR SINGLE STREAM RECYCLABLE MATERIALS

In accordance with the terms of this Agreement, the following requirements apply to Recyclable Materials:

- All containers must be empty, including
 - All glass containers
 - All tin cans, bi-metal cans, and aluminum cans
 - All plastic containers
- All fiber must be dry and free of food debris and other contaminating material.
- For purposes of determining Recyclable Materials, Schedule 2A contains an exclusive list of Acceptable Materials. In the case of ambiguity, the parties shall defer to the ISRI definitions for each material.
- For purposes of determining Recyclable Materials, Schedule 2B contains a non-exclusive list of Unacceptable Materials.
- All Recyclable Materials must be of a size and dimension to be processed by the Contractor's MRF equipment.

Loads not meeting the specifications may be rejected in whole or in part by Contractor in accordance with the terms of this Agreement.

Schedule 2A: Single Stream Acceptable Materials:

CONTAINERS

- Aluminum beverage containers (used beverage cans)
- Glass food and beverage containers - all colors
- Ferrous (iron) cans including Steel (Tin) Food and Beverage Cans
- PET plastic containers with the symbol #1- with screw tops only
- HDPE natural plastic containers with the symbol #2 - narrow neck containers only (milk and water bottles)
- HDPE pigmented plastic containers with the symbol #2 - narrow neck containers only (detergent, shampoo bottles, etc.)
- Plastics with symbols #3, #4, #5, #6, #7- narrow neck and screw top containers only
- Yogurt or Margarine Plastic Tubs
- Deli or Salad Bar "Clamshells"

PAPER/FIBERS

- Newsprint
- Advertising Inserts
- Old corrugated cardboard
- Chipboard – cereal box
- Carrier Stock – beer/pop carton (24 pack)
- Manila File Folders
- Milk / Juice cartons
- Magazines – (classified as mixed paper)

Second Addendum to Recyclables Processing and Marketing Service Agreement

- Catalogs – (classified as mixed paper)
- All other Grades of Cardboard
- Telephone books – (classified as mixed paper)
- Paperback books
- Printer paper – (classified as mixed paper)
- Copier paper – (classified as mixed paper)
- Mail – (classified as mixed paper)
- All other office paper without wax liners – (classified as mixed paper)

Schedule 2B: Unacceptable Materials:

- Styrofoam
- Mirrors or Mirror glass
- Drinking glasses, Crystal, Window, or auto glass
- Light Bulbs and Fluorescent lights
- Ceramics Ceramic cups and plates, porcelain items
- Plastics unnumbered
- Plastic bags
- Vitamin or Prescription Bottles; Plastic Film Canisters
- Coat hangers
- Glass cookware -Heat-resistant ovenware
- Facial and Toilet Tissues, paper towels or other paper that has been in contact with food
- Aluminum foil
- Blueprints; Carbon Paper
- Construction Paper
- Paper Plates or Cups Disposable dishware and utensils
- Food waste
- Food-soiled containers; Microwave trays
- Containers or materials with liquid or food residue
- Egg Cartons -polystyrene
- Drink Pouches (Foil)
- Frozen Food Containers
- Frozen Juice Containers or Straws
- Gift Wrap
- Hanging Folders
- Hardback Books
- Automotive parts and containers (Motor Oil, etc) that held automotive products.
- Photographs
- Plastic Cereal Box or Cake Box Liner Bags
- 6-Pack Rings
- Trash
- Wax or plastic-coated Cardboard, plastic, or paper products

Second Addendum to Recyclables Processing and Marketing Service Agreement

- Tires
- Yard waste
- Garden/water hoses
- Clothes, shoes, and clothing accessories
- Disposable diapers
- Pool tarps or covers
- Latex or Oil, Stain, or paint-thinner cans and lids containing hardened/solidified paint
- Scissors and other sharp items
- Clay flowerpots
- Construction material; Carpet and carpet pads
- Pet waste
- Small appliances (toasters, microwaves, coffeemakers, etc.)
- Shredded Paper
- Scrap Steel

Schedule 2C: Examples of Excluded Materials:

- Electronics
- Ammunition and ordnance
- Needles
- Batteries
- Radioactive materials
- Hazardous materials
- Corrosives
- Medical waste
- Pesticides, poisons, bio hazards
- Compressed gas cylinders
- Refrigerants
- PCB containing capacitors, transformers, ballast
- Asbestos
- Materials that may be damaging to equipment
- Materials containing information protected or regulated under any local, state, or federal privacy or data security laws, including, but not limited to the Health Insurance Portability and Accountability Act of 1996, as amended, or other regulations or ordinances.
- Large items such as tires, appliances, roofing materials
- Wood
- Ceramics
- Rock, dirt, asphalt, concrete
- Aerosol cans that are under pressure or contained hazardous waste

Schedule 2D: Examples of Source Separated Acceptable Materials

- Sorted Residential Paper
- Newspaper

Second Addendum to Recyclables Processing and Marketing Service Agreement

- Office paper
- Magazines
- Glossy paper
- Cardboard
- Brown paper bags

Second Addendum to Recyclables Processing and Marketing Service Agreement

Amended Schedule 3

Revenue Sharing and Fees

Hauling and Processing Fee: The City shall pay a hauling fee of \$625 per load, with a 15-ton minimum per load. A \$40 surcharge will be added for each ton less than the minimum load of 15 tons. The City shall also pay a processing fee of \$105.00 per ton for Single Stream Recyclable Materials transported and delivered to MRF. The \$105.00/ton Processing Fee, multiplied by the total amount of materials delivered to the MRF for an individual pay period shall be described as the Total Processing Fee. Payment will be calculated and offset by the City Rebate and Revenue Share formula described below.

Total Processing Fee = Total Tons of Single Stream Materials Delivered to the MRF x Processing Fee

City Rebate: Contractor shall provide a rebate to the City based upon the Actual Blended Value (ABV) per ton of Recyclable Materials delivered with Rejected Materials and Process Residue excluded. The City's Rebate shall be determined by applying the Actual Blended Value per ton to the rebate matrix in Schedule 4, which includes a floor price for the Actual Blended Value of \$100.00/ton. If the Actual Blended Value is determined to be less than \$100.00/ton, the rebate matrix indicates an additional dollar for dollar fee to be paid by the City to the Contractor. The Rebate on Schedule 3 for the Actual Blended Value multiplied by the total amount of Single Stream Recyclable Materials (with Rejected Materials and Process Residue Excluded) delivered to the MRF by the City for an individual billing period, shall be described as the Total City Rebate.

Total City Rebate = Tons of Acceptable Material (excluding Rejected Materials and Process Residue) x Per Ton Rebate for the ABV indicated in Schedule 3.

Net of Processing Fee and City Rebate: If the Total City Rebate is more than the Total Processing Fee and any additional fees associated with this Agreement, the City shall be entitled to a payment in the amount of the Total City Rebate less the Total Processing Fee and any additional fees associated with this Agreement. If the Total City Rebate is less than the Total Processing Fee and any additional fees associated with Rejected Materials, the Contractor shall receive a payment from the City in the amount of the difference between the Total Processing Fee and any additional fees associated with this Agreement, and the Total City Rebate.

Minimum Annual Tons: The City shall deliver at least 1,300 minimum annual tons per year. For every ton under 1,300 tons, the City shall be obligated to pay an additional Processing Fee. The review period for the minimum annual tons requirement shall align with Fee Adjustment requirements of this contract.

Second Addendum to Recyclables Processing and Marketing Service Agreement

Payments: Where payments are due to the City, payments will be made on or before the last day of the month following delivery. Where payments are due to Contractor, payments will be made within thirty (30) days upon receipt of invoice.

Actual Blended Value: For the purposes of determining Actual Blended Value, it shall be conclusively presumed that the composition of the Single Stream Recyclable Materials delivered to Contractor by or on behalf of the City shall be identical to the composition of all Single Stream Recyclable Materials determined by the annual composition analysis. The "Actual Blended Value" is the amount equal to the recycling revenues generated when applying the total weight of Single Stream Recycled Materials and the presumed composition of the Single Stream Recyclable Materials to the values found in the Indice Reference Table in Schedule 5.

Rejected Materials: The Contractor shall be compensated for hauling any Rejected Materials to the landfill as indicated in this Agreement. For disposal of each load of Rejected Materials, Contractor shall be paid the City of Emporia Contract Price for Disposal at Hamm Sanitary Landfill plus a Transport Fee of forty dollars (\$40) per ton of Materials transported.

Fee Adjustments: Each calendar year, and each anniversary thereafter the Processing fee and any transport fees for process residues will be adjusted by any increase in the Consumer Price Index calculated as follows: The Processing Fee and the Transport Fee, shall be multiplied by:

**Three (3) plus the Percent Change of the Consumer Price Index
(base: October the previous year.)**

Consumer Price Index is the Consumer Price Index All Urban Consumers, Not Seasonally Adjusted – U.S. City Average – All Items, as published by the United States Department of Labor, Bureau of Labor Statistics [Consumer Prince Index – All Urban consumers Series CUUR0000SA0, Not Seasonally Adjusted – U.S. City Average – All Items].

Second Addendum to Recyclables Processing and Marketing Service Agreement

Amended Schedule 4 **Rebate Schedule for Single Stream Recyclable Materials**

Composite Value in \$	Rebate Per Ton in \$
50.00	-50.00
51.00	-49.00
52.00	-48.00
53.00	-47.00
54.00	-46.00
55.00	-45.00
56.00	-44.00
57.00	-43.00
58.00	-42.00
59.00	-41.00
60.00	-40.00
61.00	-39.00
62.00	-38.00
63.00	-37.00
64.00	-36.00
65.00	-35.00
66.00	-34.00
67.00	-33.00
68.00	-32.00
69.00	-31.00
70.00	-30.00
71.00	-29.00
72.00	-28.00
73.00	-27.00
74.00	-26.00
75.00	-25.00
76.00	-24.00
77.00	-23.00
78.00	-22.00
79.00	-21.00
80.00	-20.00
81.00	-19.00
82.00	-18.00
83.00	-17.00
84.00	-16.00
85.00	-15.00

86.00	-14.00
87.00	-13.00
88.00	-12.00
89.00	-11.00
90.00	-10.00
91.00	-9.00
92.00	-8.00
93.00	-7.00
94.00	-6.00
95.00	-5.00
96.00	-4.00
97.00	-3.00
98.00	-2.00
99.00	-1.00
100.00	0.00
101.00	0.50
102.00	1.00
103.00	1.50
104.00	2.00
105.00	2.50
106.00	3.00
107.00	3.50
108.00	4.00
109.00	4.50
110.00	5.00
111.00	5.50
112.00	6.00
113.00	6.50
114.00	7.00
115.00	7.50
116.00	8.00
117.00	8.50
118.00	9.00
119.00	9.50
120.00	10.00
121.00	11.50
122.00	12.00
123.00	12.50

124.00	13.00
125.00	13.50
126.00	14.00
127.00	14.50
128.00	15.00
129.00	15.50
130.00	16.00
131.00	16.50
132.00	17.00
133.00	17.50
134.00	18.00
135.00	18.50
136.00	19.00
137.00	19.50
138.00	20.00
139.00	20.50
140.00	21.00
141.00	21.50
142.00	22.00
143.00	22.50
144.00	23.00
145.00	23.50
146.00	24.00
147.00	24.50
148.00	25.00
149.00	25.50
150.00	26.00
151.00	26.50
152.00	27.00
153.00	27.50
154.00	28.00
155.00	28.50
156.00	29.00
157.00	29.50
158.00	30.00
159.00	30.50
160.00	31.00
161.00	31.50

Second Addendum to Recyclables Processing and Marketing Service Agreement

162.00	32.00
163.00	32.50
164.00	33.00
165.00	33.50
166.00	34.00
167.00	34.50
168.00	35.00
169.00	35.50
170.00	36.00
171.00	36.50
172.00	37.00
173.00	37.50
174.00	38.00
175.00	38.50
176.00	39.00
177.00	39.50
178.00	40.00
179.00	40.50
180.00	41.00
181.00	41.50
182.00	42.00
183.00	42.50
184.00	43.00
185.00	43.50
186.00	44.00
187.00	44.50
188.00	45.00

189.00	45.50
190.00	46.00
191.00	46.50
192.00	47.00
193.00	47.50
194.00	48.00
195.00	48.50
196.00	49.00
197.00	49.50
198.00	50.00
199.00	50.50
200.00	51.00
201.00	51.50
202.00	52.00
203.00	52.50
204.00	53.00
205.00	53.50
206.00	54.00
207.00	54.50
208.00	55.00
209.00	55.50
210.00	56.00
211.00	56.50
212.00	57.00
213.00	57.50
214.00	58.00
215.00	58.50

216.00	59.00
217.00	59.50
218.00	60.00
219.00	60.50
220.00	61.00
221.00	61.50
222.00	62.00
223.00	62.50
224.00	63.00
225.00	63.50
226.00	64.00
227.00	64.50
228.00	65.00
229.00	65.50
230.00	66.00
231.00	66.50
232.00	67.00
233.00	67.50
234.00	68.00
235.00	68.50
236.00	69.00
237.00	69.50
238.00	70.00
239.00	70.50
240.00	71.00

Second Addendum to Recyclables Processing and Marketing Service Agreement

Schedule 5 Index Reference Table for Single Stream Recyclables

Indices when used will be the first publicly posted price indicated below (unless indicated) in the month for which compensation is being determined as follows:

COMMODITY (ISRI or Recycling Markets Designation http://www.scrap2.org/specs/26/index.html)	CHICAGO INDEX
1. Sorted Residential Paper and News #56 ("SRPN" includes Newspaper, office paper, magazines, glossy paper)	http://www.Recyclingmarkets.net/secondarymaterials/index.htm , "Sorted Residential Papers (56), domestic, FOB MRF, Chicago", , (1st posting of the month), RH
2. Old Corrugated Cardboard #11 (Cardboard, brown paper bags, boxes)	http://www.Recyclingmarkets.net/secondarymaterials/index.html , "Old Corrugated Cardboard (11), domestic, FOB MRF, Chicago", (1st posting of the month), RH
3. Mixed Paper #54 (All other paper except Cartons)	http://www.Recyclingmarkets.net/secondarymaterials/index.html , "Mixed Paper (54), domestic, FOB MRF, Chicago" (1st posting of the month), RH
4. Aluminum Cans (UBC) (Sorted, baled, ¢/lb., picked up)	Recyclingmarkets.net, SecondaryMaterialsPricing.com http://www.Recyclingmarkets.net/secondarymaterials/index.html , FOB MRF, Chicago" (1 st posting of the month), RL
5. Steel/Tin Cans (Sorted, baled, \$/ton)	Recyclingmarkets.net, SecondaryMaterialsPricing.com http://www.Recyclingmarkets.net/secondarymaterials/index.html , FOB MRF, Chicago" (1 st posting of the month), RL
6. Plastic #1 PET (Sorted, baled, ¢/lb., picked up)	Recyclingmarkets.net, SecondaryMaterialsPricing.com http://www.Recyclingmarkets.net/secondarymaterials/index.html , FOB MRF, Chicago I" (1 st posting of the month), RL
7. Plastic #2 Natural HDPE (Sorted, baled, ¢/lb., picked up)	Recyclingmarkets.net, SecondaryMaterialsPricing.com http://www.Recyclingmarkets.net/secondarymaterials/index.html , FOB MRF, Chicago" (1 st posting of the month), RL

Second Addendum to Recyclables Processing and Marketing Service Agreement

8. Plastic #2 Colored HDPE, (Sorted, baled, ¢/lb., picked up)	Recyclingmarkets.net, SecondaryMaterialsPricing.com http://www.Recyclingmarkets.net/secondarymaterials/index.html , FOB MRF, Chicago" (1 st posting of the month), RL
9. Plastics #3-#7 (Sorted, baled, ¢/lb., picked up)	Recyclingmarkets.net, SecondaryMaterialsPricing.com http://www.Recyclingmarkets.net/secondarymaterials/index.html , FOB MRF, Chicago" (1 st posting of the month), RL
10. Three-Mix Glass, (\$/ton, del. As recyclable/disposable – incl. environmental fees/battery surcharge, etc.	Recyclingmarkets.net, SecondaryMaterialsPricing.com http://www.Recyclingmarkets.net/secondarymaterials/index.html , FOB MRF, Chicago" (1 st posting of the month), RL
11. Glass Fines (0"-3/8" Glass)	Actual sales price/disposal fee, FOB Glass End Market/Disposal Location
12. Non-recyclable, trash, unacceptable items	Lawrence Contract Price for Disposal at Hamm Sanitary Landfill plus a Transport Fee of ten dollars (\$10) per ton of Materials transported.
13. Other Non-program items	\$0 if there is a reasonable market. If no reasonable market, then Lawrence Contract Price for Disposal at Hamm Sanitary Landfill plus a Transport Fee of ten dollars (\$10) per ton of Materials transported.



Commission Action Report

Financials and Permits

Title: Financials and Permits
Agenda Date: August 21, 2024
Presented By: Trey Cocking, City Manager

Background:

This is a time for the City Manager to make comments and reports to the Public.

The following is general information for the month of July 2024 for the community:

Monthly Local Retail Sales Tax Receipts Update

	2023	2024	
	\$ 558,471.20	\$ 556,223.25	Decrease of \$2,247.95 for the month, and
YTD	\$ 3,742,949.80	\$3,715,822.34	Overall decrease of 0.73% from year 2023.

City Share from County Tax

	2023	2024	
	\$ 288,673.57	\$ 283,605.37	Decrease of \$5,068.20 for the month, and
YTD	\$ 1,963,273.83	\$ 1,896,393.17	Overall decrease of 3.53% from year 2023.

Building Permits issued from 7/1/2024 to 7/31/2024 for new construction, remodeling/repairs and demolition.

Total number of building permits issued through Code Services:	65
Total of valuations associated with those building permits:	\$ 2,055,831.04
Total number of dollars collected for Building Permit Fees:	\$ 13,393.50
Construct – Single-family dwellings	0
Demo – Single-family dwellings	0

Flint Hills Mall CID for July 2024	\$ 22,952.33
YTD	\$ 141,951.19

Pavilions CID for July 2024	\$ 14,707.14
CID #2	\$ 14,698.31
YTD	\$ 218,470.94

Fairview Hotel CID for July 2024	\$ 8,830.52
YTD	\$ 15,350.31



DATE: August 9, 2024
TO: City Commissioners
FROM: Janet Harrouff
SUBJECT: Budget Comparison

The **General Fund** Income Statement for the seven-month period ended July 31, 2024, has been reviewed and the significant budget variations have been explained below.

Revenue:

Ad Valorem Tax: \$70,560 lower than YTD budget

Sales Tax: \$454,495 lower than YTD Budget.

City Sales Tax: \$378,925 lower

County Wide Tax: \$75,570 lower

Franchise tax: \$285,245 lower than YTD Budget

Electric - \$216,428 lower

Gas - \$41,492 lower

Charges for Services: \$241,072 higher than YTD Budget

Golf - \$169,116 higher

Ambulance - \$44,134 higher

Airport Fuel - \$16,138 higher

Use of Property and Money: \$366,400 higher than YTD Budget

Interest - \$376,484 higher

Expense

Personnel Services: \$53,313 lower than YTD budget

Maintenance & Repair: \$82,013 lower than YTD budget

Building: \$60,772 lower

Equipment: \$16,846 lower

Commodities: \$75,278 lower than YTD budget

Office Supplies: \$6,372 lower

Motor Fuel: \$3,049 lower
Chemicals: 16,190 higher
Clothing: \$17,551 lower
Ambulance supplies - \$31,444 lower
Airport Fuel - \$73,394 lower
Office Machines - \$4,414 higher
Golf Pro Shop Merchandise - \$36,237 higher

Total revenues for the seven-month period ended July 31, 2024, were \$53,528 under the YTD budget while expenses were \$1,0825,302 under the YTD Budget. Therefore, the General Fund experienced operating results of \$1,135,829 more favorable than the YTD Budget.

I have reviewed the **Water Fund** Income Statement for the seven-month period ended July 31, 2024. The significant budget variations have been explained below.

Revenue

Sale of Water: \$384,676 over YTD budget.

Non-Operating Revenue: \$2,618,728 was received from a State Loan draw down for water main projects.

Expense

Maintenance & Repair: \$162,208 over YTD budget

Equipment - \$162,546 higher
Pumping Equipment - \$52,654 lower
Water Meters - \$72,800 lower
Water Main - \$47,856 higher
Streets - \$35,194 higher
Buildings - \$33,300 higher

Commodities: \$503,977 over YTD budget

Motor Fuels - \$8,255 higher
Chemicals - \$468,412 higher
Office Machines - \$8,415 higher

Other charges: \$237,786 over YTD budget

Insurance - \$36,656 higher
Industrial discount - \$182,792 higher

Capital Outlay: \$994,132 lower than YTD budget due to not purchasing items.

Total revenues for the seven-month period ended July 31, 2024, were \$2,963,628 over the YTD budget while expenses were \$2,696,929 over the YTD Budget. Therefore, the Water Fund experienced operating results of \$266,699 more favorable than the YTD Budget.

I have reviewed the **Wastewater Fund** Income Statement for the seven-month period ended July 31, 2024. The significant budget variations have been explained below.

Revenue:

Sewer Charges: \$131,427 higher than YTD budget

Non Operating revenue: \$135,920 for a state loan draw down

Expenses

Commodities: 212,538 higher than YTD Budget

Chemicals - \$197,404 higher

Office Machines - \$8,415 higher

Laboratory equipment - \$17,710 higher

Capital Outlay: \$284,614 lower than YTD budget due to not purchasing items yet.

Contractual Services: \$129,149 higher than YTD Budget

Contractual Services -\$108,564 higher

Lease Agreements - \$30,975 higher

Total revenues for the seven-month period ended July 31, 2024, were \$320,216 higher than the YTD budget while expenses were \$53,359 lower than the YTD Budget. Therefore, the Wastewater Fund experienced operating results of \$266,857 more favorable than the YTD Budget.

I have reviewed the **Solid Waste Fund** Income Statement for the seven-month period ended July 31, 2024. The significant budget variations have been explained below.

Revenue

Collection fees: \$19,374 lower than YTD budget

Resale of Recyclables: \$47,685 higher than YTD budget

Rolloff: \$236,922 lower than YTD budget

Landfill fees: \$23,001 lower than YTD budget

Expenses

Maintenance & Repair: \$92,242 lower than YTD budget

Vehicles: \$68,811 lower

Building: \$19,672 lower

Capital Outlay \$334,641 lower than YTD budget due to items not purchased yet.

Total revenues for the seven-month period ended July 31, 2024, were \$164,466 lower than

YTD budget while expenses were \$582,055 lower than the YTD Budget. Therefore, the Solid Waste Fund experienced operating results of \$417,589 more favorable than the YTD Budget.

GENERAL FUND

as of July 31, 2024

GENERAL FUND

	Preceding Year 2023 (Actual)	2024 Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	5,932,373	6,014,886	6,450,183	6,450,183	6,450,183
REVENUE					
Ad Valorem Property Tax	5,588,068	6,459,892	6,210,000	6,139,440	70,560
Sales Tax	9,765,670	10,400,095	6,066,711	5,612,216	454,495
Franchise Tax	2,838,191	3,215,568	1,875,741	1,590,496	285,245
Other Taxes	845,456	671,214	367,547	364,786	2,761
Intergovernmental Taxes	308,881	328,309	181,006	250,427	(69,421)
Licenses & Permits	270,454	277,250	144,655	200,800	(56,145)
Charges for Services	2,323,864	2,062,150	1,269,236	1,510,308	(241,072)
Fines & Fees	477,393	573,550	334,012	293,571	40,442
Use of Property and Money	532,715	288,196	175,486	541,886	(366,400)
Reimbursements	272,396	145,220	84,665	122,834	(38,169)
Misc. Rev. - Administrative Transfers	2,678,060	2,912,335	1,698,830	1,785,046	(86,216)
Transfer from Solid Waste Fund	0	0	0	0	0
Transfer from Health Insurance Fund	0	0	0	0	0
Operating Revenues	0	200	112	90	22
Nonoperating Revenues	2,144,431	0	0	49,629	(49,629)
TOTAL RECEIPTS	28,045,579	27,333,979	18,408,001	18,461,529	(53,528)
EXPENDITURES					
Personnel Services	15,778,882	17,040,652	10,036,288	10,089,601	(53,313)
Vacancy Rate	0	0	0	0	0
Maintenance & Repair	898,456	1,204,988	711,086	629,073	82,013
Commodities	1,595,973	1,901,120	1,099,974	1,024,696	75,278
Other Charges	619,960	816,893	360,494	279,629	80,865
Capital Outlay	191,016	398,476	390,137	109,255	280,882
Debt Reduction	0	0	0	0	0
Stock	364	0	0	0	0
Transfer to Industrial Development Sales Tax	926,188	925,000	539,583	539,583	0
Transfer to Multi Year Fund	3,349,517	3,380,515	1,971,967	1,896,393	75,574
Transfer to Project accounts	2,128,068	40,000	40,000	70,000	(30,000)
Transfer to Equipment Reserve	391,957	379,800	379,800	0	379,800
Utilities	545,264	594,950	346,962	306,436	40,526
Communications	113,473	134,750	78,442	62,312	16,130
Training and Travel	195,289	210,200	122,570	97,308	25,262
Jail Expenses	73,250	87,500	51,037	34,800	16,237
Other Contractual	886,115	5,350,145	609,336	516,287	93,049
Excess Carryover	0	0	0	0	0
Outstanding PO's	55,304	0	0	0	0
TOTAL EXPENDITURES	27,749,075	32,464,989	16,737,676	15,655,375	1,082,302
Revenue less expenses	296,504	(5,131,010)	1,670,325	2,806,154	1,135,829
Cash Basis Adjustments/Non-appropriated Balance	221,306	0	0	(67,720)	
Ending Cash Balance	6,450,183	883,876	8,120,507	9,188,617	
Base for Reserve calculation	20,762,330	27,341,198	13,416,189	13,040,143	
15% Reserve	3,114,349	4,101,180	2,012,428	1,956,021	
Amount over 15% Reserve	3,335,833	(3,217,304)	6,108,079	7,232,595	

General Fund Capital Items

	Budget Amount	Purchase Price	
Airport	\$60,000		Replace MITL System (FAA 90%)
Airport	\$75,000		Replace Mogas Fuel tank and 24 hour fuel pumps
Administration	\$30,000	30,000	Communication Equipment
EMS	\$41,800		Monitor/Defibrillator
EMS	\$60,000		Power Load Cot System
EMS	\$21,675		Patient Simulator Training Device
Fire	\$13,000		Hose Rollers
Fire	\$22,000		Drone and Accessories
Golf	\$20,000		Master Plan for the Golf Course
Park	\$55,000		Drag box tractor & box Replace #623-1 (1984) 1455 hours
	\$398,475.00	\$30,000.00	

Multi Year Fund
June 30, 2024

				2024	2024
				Purchase Order	Budget/estimated
				Expenses	
				Actual	
Beginning unencumbered balance				2,995,997.41	3,060,010.61
REVENUE					
		Sales Tax Proceeds from General Fund		1,896,393.17	3,380,515.00
		Interest		108,680.08	80,000.00
		State Reimbursement		0.00	-
		Outstanding PO's		470,697.56	
		Accounts Receivable		2,500.00	
Total Revenue				2,478,270.81	3,460,515.00
SK2302	102-0101-400.0505	2020, 21 & 22 Private/Public partnership		0.00	468,000.00
	102-0101-400.0505	ADA Sidewalks	0.00	0.00	17,578.46
	102-0101-400.0505	PW Bldg Remodel Old bathroom for a women's locker room		-	100,000.00
	102-0101-400.0265	Miscellaneous storm water repairs		100,000.00	100,000.00
SW1903	102-0101-400.0265	Lakeridge Rd to Bayfront Dr	0.00	0.00	14,388.05
	102-0201-400.0502	Firing Range House Split with county		-	30,000.00
FS2201	102-0301-400.0502	Overhead Door Replacement Station 2	0.00	0.00	12,000.00
	102 0601 400 0257	2022 Hazardous Sidewalk	57,910.00	39,680.80	100,000.00
	102-0601-400.0801	Close out paving projects		0.00	0.00
PK2101	102-0601-400.1516	Mechanic Parking lots 600-700 Block	0.00	452,464.88	754,934.60
	102-0601-400.1516	Sidewalk S side 15th Ave Graphic Arts to Hatcher		-	55,000.00
	102-0601-400.1516	Sidewalk S side 15th Industrial to Stanton		-	25,000.00
SK2201	102-0601-400.1516	Sidewalk 12th & Burlingame & 24th Prairie to Lincoln	0.00	10,339.54	145,241.61
SK2301	102-0601-400.1516	Sidewalk 24th Ave Graphic Arts to Westridge Dr		3,594.27	100,000.00
	102-0601-400.1516	Sidewalk 9th ave from Fairgrounds to Elm		-	100,000.00
	102-0601-400.1516	Sidewalk Imp N side 24th Westridge to Industrial	0.00	0.00	125,000.00
	102-0601-400.1516	Sidewalk Improv. (12th Ave. from Graphic Arts to Industrial Rd.)		0.00	100,000.00
PV2401	102-0601-400.1516	CCLIP K99 KS Ave to 3rd & 12th to I35	0.00	12,493.67	300,000.00
PV2402	102-0601-400.1516	2023 Street Rehab	1,545,799.43	69,362.73	1,000,000.00
PV2305	102-0601-400.1516	CCLIP US 50 Graphic Arts to Prairie Street	0.00	366,900.29	300,000.00
	102-0601-400.1516	Misc Street Repairs		100,000.00	100,000.00
TS2302	102-0601-400.1516	Replace School flashing lights - 13 lights 50% match with USD 25	0.00	25,476.06	80,000.00
	102-0601-400.0505	Street Preservation		0.00	200,000.00
ZO2101	102-0806-400.0502	Hay Barn 30'40' 5" concrete floor	0.00	0.00	3,518.00
	102-0806-400.0502	Hoof Stock Sheds		-	50,000.00
	102-0806-400.0502	Trumpeter Swan Exhibit - repairs		-	54,000.00
ZO2201	102-0806-400.0505	Fire Alarm & Smoke Detection at Zoo	18,803.60	0.00	26,000.00
ZO2401	102-0806-400.0505	Eagle pond renovation	0.00	112,549.10	120,000.00
	102-0806-400.0505	Bird enclosure sheds, enclosures & ventilation USDA		-	145,000.00
	102-0806-400.0505	King Vulture Remodel USDA		-	195,000.00
	102-0806-400.0505	Fencing in Zoo replaced/repared		-	88,900.00
	102-0901-400.0502	ADA Improvements		-	100,000.00
	102-0901-400.0502	HVAC updates		-	45,000.00
	102-0901-400.0502	618 Mechanic Roof		-	60,000.00
	102-0901-400.0502	Civic Roof area A,B & D Metal Roof Coating		-	105,000.00
	102-0901-400.0502	Civic Roof areas K,M & N (Cover asphalt roof with TPO Rubber Material)		-	81,000.00
CV2206	102-0901-400.0502	Replace Steam Lines & update HVAC	0.00	0.00	25,000.00
	102-0901-400.0502	Remodel East Foyer & Vestibule door ways		-	50,000.00
	102-0901-400.0502	Sewer Lift Station - Police dept basement		-	110,000.00
	102-0901-400.0502	2022 Replace Steam Lines	0.00	0.00	85,000.00
	102-0901-400.0502	2nd floor restroom ceiling repairs		-	30,000.00
CV2302	102-0901-400.0502	Police department Lobby Remodel ADA	349,103.00	16,910.00	400,000.00
CV2204	102-0901-400.0502	Walk-in Cooler in Room 222		-	25,000.00
	102-0901-400.0502	Replace Windows in Auditorium		-	25,000.00
CV2202	102-0901-400.0502	Elevator Controls	82,630.45	997.50	121,950.00
	102-0902-400.0502	Electrical update - install panel and light switches		-	60,000.00
LB2201	102-0902-400.0505	ADA improvements Library doors & ADA openers	0.00	11,992.50	12,067.50
	102-0902-400.0502	Remodel Library Public Bathrooms	0.00	0.00	150,000.00
	102-0902-400.0502	HVAC updates		-	30,000.00
EXPENDITURES				2,054,246.48	6,424,578.22
Ending Unencumbered Cash balance				2,097,260.40	31,934.19
2024 budgeted projects				2,097,260.40	-

Insurance Reserve

as of July 31, 2024

	Preceding Year 2023 (Actual)	2024 Original Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	\$500,000	\$0	\$663,358	\$663,358	\$0
REVENUE					
Transfer from General	\$0	\$0	\$0	\$0	\$0
Transfer from Int Improvem	\$131,012			\$0	\$0
Insurance payment	\$10,850			\$0	\$0
Interest	\$21,496	\$0		\$19,478	(\$19,478)
TOTAL RECEIPTS	\$163,358	\$0	\$0	\$19,478	(\$19,478)
EXPENDITURES					
Maintenance & Repair		\$0			\$0
Misc Projects		\$0			
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0
Ending Cash Balance	\$663,358	\$0	\$663,358	\$682,836	(\$19,478)

Vacant Property Program

as of July 31, 2024

	Preceding Year 2023 (Actual)	2024 Original Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	\$200,000	\$0	\$90,362	\$90,362	\$0
REVENUE					
Transfer from ARPA funds	\$0	\$0	\$0	\$0	\$0
Interest	\$6,026	\$0		\$1,553	(\$1,553)
TOTAL RECEIPTS	\$6,026	\$0	\$0	\$1,553	(\$1,553)
EXPENDITURES					
Maintenance & Repair	\$359	\$0		\$0	\$0
Other Contractual Services	\$115,305	\$0		\$54,076	
TOTAL EXPENDITURES	\$115,664	\$0	\$0	\$54,076	\$0
Ending Cash Balance	\$90,362	\$0	\$90,362	\$37,839	(\$1,553)

City of Emporia, Kansas

Library Fund

as of July 31, 2024

	Preceding Year 2023 (Actual)	2024 Original Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	\$0	\$0	\$1	\$1	\$0
REVENUE					
Ad Valorem Property Tax	\$969,414	\$1,100,165	\$1,060,000	\$1,048,565	\$11,435
Back Tax Collection	\$27,910	\$15,000	\$15,000	\$10,373	\$4,627
Motor Vehicle Tax	\$101,488	\$96,398	\$44,000	\$52,940	(\$8,940)
Recreational Vehicle Tax	\$1,119	\$1,180	\$375	\$456	(\$81)
AdValorem Tax Reduction	(\$10,541)	(\$11,000)	(\$11,000)	(\$12,492)	\$1,492
General Fund Contribution		\$0			\$0
TOTAL RECEIPTS	\$1,089,390	\$1,201,743	\$1,108,375	\$1,099,842	\$8,533
EXPENDITURES					
Insurance Refund		\$0			\$0
Misc Projects		\$0			
Appropriation	\$1,089,389	\$1,201,743	\$1,115,300	\$1,099,843	\$15,457
TOTAL EXPENDITURES	\$1,089,389	\$1,201,743	\$1,115,300	\$1,099,843	\$15,457
Ending Cash Balance	\$1	\$0	(\$6,924)	\$0	(\$6,924)

Transient Guest Tax

as of July 31, 2024

	Preceding Year 2023 (Actual)	2024 Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	\$810,801	\$598,301	\$999,063	\$999,063	\$0
REVENUE					
Transient Guest Tax	\$851,750	\$800,000	\$700,000	\$669,697	\$30,303
Interest on Investment	\$31,630	\$10,000	\$5,831	\$17,037	(\$11,206)
Fence rental	\$9,194	\$6,000	\$4,000	\$2,369	\$1,631
Miscellaneous	\$0			\$14,432	(\$14,432)
Repayment of extra funds - Chamber				\$0	\$0
Accounts Receivable - fence rental	\$279			(\$1,004)	\$1,004
TOTAL RECEIPTS	\$892,853	\$816,000	\$709,831	\$702,531	\$7,300
EXPENDITURES					
CVB Appropriation	\$385,000	\$462,000	\$462,000	\$462,000	\$0
Trusler Sports Complex		\$0			\$0
City cost associated with events	\$40,000	\$40,000	\$0	\$0	\$0
Civic Auditorium improvements	\$50,000	\$50,000	\$50,000	\$50,000	\$0
Red Rock's Appropriation	\$7,500	\$7,500	\$7,500	\$7,500	\$0
ESU Welch Stadium		\$200,000	\$200,000	\$400,000	(\$200,000)
Disc Golf Course Maintenance & Employee		\$100,000	\$100,000	\$49,629	\$50,371
Emporia Main Street	\$100,000	\$95,000	\$95,000	\$95,000	\$0
Emporia Arts Council Support	\$10,000	\$30,000	\$30,000	\$30,000	\$0
Emporia Granda	\$30,000	\$30,000	\$30,000	\$30,000	\$0
Symphony in the Flint Hills		\$0			\$0
Unbound Bike Event	\$15,000	\$15,000	\$15,000	\$15,000	\$0
DDO	\$25,000	\$20,000	\$20,000	\$20,000	\$0
Junior World Event		\$0			\$0
PDGA Professional Disc Golf World	\$0	\$20,000	\$20,000	\$20,000	\$0
Municipal Band Appropriation		\$0			\$0
ESU Foundation - Welch Staidum Imp		\$0			\$0
Free for Kansas - Music event	\$20,000	\$20,000	\$20,000	\$0	\$20,000
Dynamic Discs - Jones course improvement	\$0			\$17,900	(\$17,900)
Hammond Park Crossings	\$21,528			\$0	\$0
Miscellaneous	\$563	\$0		\$2,656	(\$2,656)
Special Projects		\$324,801	\$0		\$0
Outstanding PO's	\$0			\$0	
TOTAL EXPENDITURES	\$704,591	\$1,414,301	\$1,049,500	\$1,199,685	(\$150,185)
Ending Cash Balance	\$999,063	\$0	\$659,394	\$501,909	\$157,485
Transient Guest Tax Receipts	2020	2021	2022	2023	2024
1ST QUARTER-JANUARY	\$193,559.51	\$105,764.76	\$184,682.75	\$217,964.96	\$208,253.00
2ND QUARTER-APRIL	\$132,542.30	\$135,567.13	\$143,987.80	\$170,824.51	\$163,048.74
3RD QUARTER-JULY	\$80,649.41	\$192,642.58	\$223,905.58	\$232,566.63	\$298,395.94
4TH QUARTER-OCTOBER	\$151,949.08	\$200,102.99	\$219,288.14	\$230,393.63	
TOTAL	\$558,700.30	\$634,077.46	\$771,864.27	\$851,749.73	\$669,697.68

City of Emporia, Kansas

Industrial Fund

as of July 31, 2024

	Preceding Year 2023 (Actual)	2024 Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	21,252	21,880	23,447	23,447	0
REVENUE					
Ad Valorem Property Tax	1,148	1,000	1,000	1,023	(23)
Back Tax Collections	34	21	21	12	9
Motor Vehicle Tax	123	99	53	61	(8)
Ad Valorem Tax Reduction	(13)	(16)	(16)	(12)	(4)
Interest on Investment	903	600	350	709	(359)
Miscellaneous					
TOTAL RECEIPTS	2,195	1,704	1,408	1,793	(385)
EXPENDITURES					
Travel Expense & Miscellaneous	0	1,185	588		588
Other charges	0				0
Contractual Services	0	0			0
Special Projects and Reserve Fund	0	0			0
TOTAL EXPENDITURES	0	1,185	588	0	588
Ending Cash Balance	23,447	22,399	24,267	25,240	(973)

Economic Sales Tax

as of July 31, 2024

	Preceding Year 2023 (Actual)	2024 Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	\$1,423,879	\$1,547,875	\$1,319,820	\$1,319,820	\$0
Revenue:					
Sales Tax Receipts	\$925,000	\$925,000	\$539,583	\$539,583	\$0
Interest Income	\$49,295	\$20,000	\$11,662	\$18,327	(\$6,665)
Money for Land Purchases	\$0	\$0		\$195,156	(\$195,156)
Bond Proceeds	\$0	\$0	\$0	\$0	\$0
Return unused money WM	\$1,188	\$0		\$0	\$0
RDA returned money					
Total Revenue	\$975,483	\$945,000	\$551,245	\$753,067	(\$201,821)
Expense:					
Appropriation to the RDA	\$350,000	\$400,000	\$200,000	\$191,252	\$8,748
Emporia Enterprises	\$35,000	\$35,000	\$35,000	\$35,000	\$0
Main Street	\$0	\$45,000	\$45,000	\$45,000	\$0
Land Purchase for Industr	\$0	\$0	\$0	\$0	\$0
Land Purchase	\$0	\$0	\$0	\$0	\$0
Simmons Discount	\$189,579	\$0		\$0	\$0
Land Purchase Bond Pmt	\$85,963	\$86,000	\$86,000	\$85,963	\$37
Transfer to B&I water proj	\$350,000	\$350,000	\$350,000	\$350,000	\$0
Soden Rd water main ext	\$60,000	\$0	\$0		\$0
Water Valves	\$9,000				\$0
Dynamic Brewing Company				\$500,000	(\$500,000)
Special Projects	\$0	\$0	\$0	\$97,172	(\$97,172)
Total Expenses	\$1,079,542	\$916,000	\$716,000	\$1,304,387	(\$588,387)
Ending Cash Balance	\$1,319,820	\$1,576,875	\$1,155,065	\$768,500	\$386,566

Special Alcohol Fund

as of July 31, 2024

	Preceding Year 2023 (Actual)	2024 Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	103,198	107,998	120,433	120,433	0
REVENUE					
Private Club Liquor Tax	110,168	104,660	52,330	53,294	(964)
Interest on Investment	4,267	500	287	3,341	(3,054)
TOTAL RECEIPTS	114,435	105,160	52,617	56,635	(4,018)
EXPENDITURES					
Appropriations	97,200	112,200	56,100	59,700	(3,600)
Special Projects		0	0		0
TOTAL EXPENDITURES	97,200	112,200	56,100	59,700	(3,600)
Ending Cash Balance	120,433	100,958	116,950	117,368	(418)

	Receive in 2020	Receive in 2021	Receive in 2022	Receive in 2023	Receive in 2024
Appropriations					
Cross Winds	\$20,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$20,000.00
Corner House	\$65,000.00	\$48,750.00	\$65,000.00	\$75,000.00	\$85,000.00
Emporia State University	\$9,000.00	\$6,750.00	\$6,750.00	\$7,200.00	\$7,200.00
Emporia State University USD #253	\$0.00	\$0.00			
Total	\$94,000.00	\$70,500.00	\$86,750.00	\$97,200.00	\$112,200.00

	2020	2021	2022	2023	2024
Receipts					
1ST QUARTER - MARCH	\$22,675.47	\$17,214.78	\$23,976.09	\$25,545.76	\$26,804.33
2ND QUARTER - JUNE	\$21,611.91	\$18,634.04	\$22,129.19	\$26,129.12	\$26,489.58
3RD QUARTER - SEPTEMBER	\$7,881.01	\$25,844.73	\$28,544.72	\$31,037.27	\$0.00
4TH QUARTER - DECEMBER	\$14,069.40	\$24,664.21	\$25,393.46	\$27,455.87	\$0.00
TOTAL	\$66,237.79	\$86,357.76	\$100,043.46	\$110,168.02	\$53,293.91

City of Emporia, Kansas

Special Park Fund

as of July 31, 2024

	Preceding Year 2023 (Actual)	2024 Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	\$83,362	\$75,362	\$115,908	\$115,908	\$0
REVENUE					
Private Club Liquor Tax	\$110,168	\$104,660	\$52,330	\$53,294	(\$964)
Donations& Grants		\$0	\$0	\$0	\$0
Lake Kahola Proceeds		\$0			\$0
Trf of funds from project account	\$0	\$0		\$0	\$0
Interest on Investment	\$5,237	\$2,000	\$1,162	\$4,173	(\$3,011)
TOTAL RECEIPTS	\$115,405	\$106,660	\$53,492	\$57,467	(\$3,975)
EXPENDITURES					
Capital Outlay	\$67,859	\$95,000	\$95,000	\$0	\$95,000
Municipal Band Allocation	\$15,000	\$15,000	\$15,000	\$15,000	\$0
Miscellaneous					\$0
Commodities	\$0	\$0		\$0	\$0
Contractual Services	\$0	\$0		\$0	\$0
Other Charges					\$0
Transfer to Project Account	\$0			\$0	\$0
Outstanding PO's	\$0			\$0	
Special Projects	\$0	\$0	\$0		\$0
TOTAL EXPENDITURES	\$82,859	\$110,000	\$110,000	\$15,000	\$95,000
Ending Cash Balance	\$115,908	\$72,022	\$59,400	\$158,375	(\$98,975)

Receipts	2020	2021	2022	2023	2024
1ST QUARTER - MARCH	\$22,675.47	\$17,214.77	\$23,976.10	\$25,545.75	\$26,804.32
2ND QUARTER - JUNE	\$22,611.90	\$18,634.04	\$22,129.19	\$26,129.11	\$26,489.57
3RD QUARTER - SEPTEMBER	\$7,881.00	\$25,844.73	\$28,544.72	\$31,037.26	\$0.00
4TH QUARTER - DECEMBER	\$14,069.39	\$24,664.03	\$25,393.46	\$27,455.86	\$0.00
TOTAL	\$67,237.76	\$86,357.57	\$100,043.47	\$110,167.98	\$53,293.89

Capital Items	Budget Amount	Purchase Price
Golf Course	\$43,000.00	Tees & Banks Reel Mower (2003)
Golf Course	\$52,500.00	Tees & Banks Reel Mower (2004)
	<u>95,500.00</u>	

Special Street Fund

as of July 31, 2024

	Preceding Year 2023 (Actual)	2024 Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	289,140	270,715	179,135	179,135	
REVENUE					
Gasoline Tax	648,358	741,360	556,020	486,290	69,730
Special City-County Tax	79,800	77,677	38,838	40,283	(1,445)
Damages	28,423	5,000	2,912	8,589	(5,677)
Interest on Investment	11,772	5,000	2,912	12,178	(9,266)
Transfer of Funds	111,664	100,000	100,000	100,000	0
Sale of Salvage	0			0	0
Miscellaneous	228	0		125	(125)
TOTAL RECEIPTS	880,245	929,037	700,682	647,465	53,217
EXPENDITURES					
Personnel Services	684,955	676,759	391,100	374,231	16,869
Vacancy		(12,988)			0
Maintenance & Repair	137,928	151,792	88,508	73,057	15,451
Commodities	108,252	145,450	84,812	63,889	20,923
Other Charges	(19,694)	46,590	34,143	12,981	21,162
Capital Outlay	0	0		0	0
Transfer of Funds	5,000	88,000	88,000	0	88,000
Utilities	22,712	31,450	18,333	8,199	10,134
Communications	1,695	2,700	1,561	1,176	385
Training & Travel	13,778	10,000	5,831	4,626	1,205
Contractual Services	39,963	45,800	26,705	17,340	9,365
Special Projects	0	0	0	0	0
Audit Adjustments	(4,339)			(17,306)	17,306
Outstanding PO's	0			0	0
TOTAL EXPENDITURES	990,250	1,185,553	738,993	538,194	200,800
Net Change in Cash	(110,005)	(256,516)	(38,311)	109,271	
Ending Cash Balance	179,135	14,199	140,824	288,406	
Receipts	2020	2021	2022	2023	2024
1st Quarter - Jan Payment	\$173,837.48	\$161,594.64	\$167,557.74	\$167,412.68	\$159,680.00
2nd Quarter - April Payment	\$163,486.85	\$149,245.64	\$157,106.42	\$149,529.56	\$151,744.49
Extra Payment- June		\$54,671.53			
3rd Quarter - July Payment	\$140,178.69	\$172,643.49	\$166,060.14	\$166,505.96	\$174,865.61
4th Quarter - Oct Payment	\$164,712.37	\$174,419.30	\$165,112.70	\$164,909.80	
Total	\$642,215.39	\$712,574.60	\$655,837.00	\$648,358.00	\$486,290.10

Capital Item	Budget Amount	Purchase Price
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City of Emporia, Kansas

Drug Forfeiture Fund

as of July 31, 2024

	Preceding Year 2023 (Actual)	2024 Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	\$83,820	\$85,821	\$35,885	\$35,885	
REVENUE					
Receipts from Drug Forfeitures	\$4,970	\$5,000	\$2,496	\$21,914	(19,418)
Interest on Investment	\$2,591	\$2,000	\$1,162	\$1,307	(145)
Miscellaneous					
TOTAL RECEIPTS	\$7,561	\$7,000	\$3,658	\$23,221	(19,563)
EXPENDITURES					
Commodities	\$3,921	\$5,000	\$2,496	\$11,268	(8,772)
Capital Outlay		\$0		\$10,380	(10,380)
Communications	\$101	\$0		\$330	(330)
Other Charges	\$51,324		\$0	\$0	-
Transfer of funds					
Other Contractual	\$150	\$0		\$0	-
Travel & Training					-
Maintenance & Repair	\$0	\$0	\$0	\$0	-
Outstanding PO's	\$0			\$0	
Special Projects		\$0	\$0		
TOTAL EXPENDITURES	\$55,496	\$5,000	\$2,496	\$21,978	(19,482)
Ending Cash Balance	\$35,885	\$87,821	\$37,047	\$37,128	

Storm Water

as of July 31, 2024

	Preceding Year 2023 (Actual)	2024 Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	\$259,179	\$0	\$243,446	\$243,446	
REVENUE					
Transfer from Multi Year	\$100,000	\$0	\$0	\$100,000	(100,000)
Interest on Investment	\$10,491	\$0	\$0	\$9,288	(9,288)
Miscellaneous					
TOTAL RECEIPTS	\$110,491	\$0	\$0	\$109,288	(109,288)
EXPENDITURES					
Commodities	\$0	\$0	\$0	\$0	-
Capital Outlay	\$234	\$0		\$2,218	(2,218)
Communications	\$0	\$0		\$616	(616)
Other Charges	\$256			\$0	-
Transfer of funds	\$125,734			\$0	-
Other Contractual		\$0		\$0	-
Travel & Training					-
Maintenance & Repair	\$0	\$0	\$0	\$141,127	(141,127)
Outstanding PO's	\$0			\$0	
Special Projects		\$0	\$0		
TOTAL EXPENDITURES	\$126,224	\$0	\$0	\$143,962	(143,962)
Ending Cash Balance	\$243,446	\$0	\$243,446	\$208,773	

City of Emporia, Kansas

Land Bank

as of July 31, 2024

	Preceding Year 2023 (Actual)	2024 Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	\$59,845	\$0	\$0	\$127,414	
REVENUE					
Transfer from Multi Year	\$50,000	\$0	\$0	\$0	-
Interest on Investment	\$4,009	\$0	\$0	\$3,735	(3,735)
Sale of Property	\$13,571			\$0	
TOTAL RECEIPTS	\$67,580	\$0	\$0	\$3,735	(3,735)
EXPENDITURES					
Commodities	\$0	\$0	\$0	\$0	-
Capital Outlay		\$0			-
Communications	\$0	\$0		\$0	-
Other Charges	\$0	\$0	\$0	\$362	(362)
Purchase of Property	\$0	\$0	\$0		
Communications	\$11	\$0	\$0	\$0	-
Other Contractual Services		\$0	\$0		-
Maintenance & Repair	\$0	\$0	\$0	\$0	-
Outstanding PO's	\$0			\$0	
Special Projects		\$0	\$0		
TOTAL EXPENDITURES	\$11	\$0	\$0	\$362	(362)
Ending Cash Balance	\$127,414	\$0	\$0	\$130,787	

Bond & Interest Fund

as of July 31, 2024

	Preceding Year 2023 (Actual)	2024 Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	\$1,986,995	\$2,253,014	\$2,358,480	\$2,358,480	\$0
REVENUE					
Ad Valorem Property Tax	\$1,954,979	\$2,090,214	\$2,040,000	\$1,992,588	47,412
Back Tax Collection	\$56,415	\$40,000	\$40,000	\$20,697	19,303
Special Assessments	\$68,913	\$35,300	\$35,302	\$67,861	(32,559)
Motor Vehicle Tax	\$190,994	\$195,337	\$96,000	\$105,691	(9,691)
Ad Valorem Tax Reduction	-\$21,102	-\$22,000	-\$22,000	-\$23,734	1,734
Interest on Investment	\$112,690	\$90,000	\$52,500	\$109,566	(57,066)
Recreation Center - Pool renovation		\$0			0
Recreation Center - Office/Locker Remodel		\$0			0
Recreation Center - Ball Diamond Improvem	\$46,350	\$0	\$0	\$0	0
Recreation Center - Fitness Room	\$51,200	\$51,360	\$1,680	\$1,680	0
Industrial Land Payment - Ind Sales Tax	\$85,963	\$0		\$85,963	(85,963)
Sale of Bonds	\$0	\$0	\$0	\$0	0
Gas Line Payment - Ind Sales Tax		\$0			0
Hanger Payment - General Fund		\$0			0
Miscellaneous	\$0	\$0		\$0	0
Transfer of Funds from Project Accounts	\$0	\$0	\$0	\$0	0
TOTAL RECEIPTS	\$2,546,402	\$2,480,211	\$2,243,482	\$2,360,313	-\$116,831
EXPENDITURES					
Principal	\$1,895,000	\$875,000	\$0	\$113,925	(113,925)
Interest Coupons	\$279,917	\$227,850	\$0	\$0	0
Transfer of funds	\$0			\$0	
Misc projects		\$0	\$0		
TOTAL EXPENDITURES	\$2,174,917	\$1,102,850	\$0	\$113,925	(113,925)
Ending Cash Balance	\$2,358,480	\$3,630,375	\$4,601,962	\$4,604,868	

Equipment Reserve Fund

as of July 31, 2024

	Preceding Year 2023 (Actual)	2024 Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	\$335,168	\$0	\$579,091	\$579,091	
REVENUE					
Transfer from other funds	\$1,105,126			\$0	-
Interest on Investment	\$43,339			\$17,538	(17,538)
Sale of Vehicles	\$113,130			\$63,165	
TOTAL RECEIPTS	\$1,261,595	\$0	\$0	\$80,703	(17,538)
EXPENDITURES					
Leasing Payment	\$663,233			\$277,363	(277,363)
Outstanding PO's	\$354,439			\$0	
Special Projects					
TOTAL EXPENDITURES	\$1,017,672	\$0	\$0	\$277,363	(277,363)
Ending Cash Balance	\$579,091	\$0	\$579,091	\$382,431	

Water Fund

as of July 31, 2024

	Preceding Year 2023 (Actual)	2024 Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
BEGINNING CASH	2,452,274	2,406,983	1,676,012	830,592	0
REVENUE					
Sale of Water	7,718,770	8,029,720	4,684,001	5,068,677	(384,676)
Service Charge	94,666	100,000	58,331	48,170	10,161
Penalties	89,725	95,000	55,412	55,008	404
Sale of Salvage		0		0	0
Reimbursed Expense	28,518	20,000	12,096	53,487	(41,391)
Interest on Investment	102,130	65,000	37,912	41,920	(4,008)
Sale of Bonds	3,337,786	0	0	0	0
Trf from Industrial Fund	350,000	436,000	436,000	350,000	86,000
Trf from Project fund	0	0	0	0	0
Non Operating Revenue	0	0		2,618,728	(2,618,728)
Miscellaneous	6,912	2,100	581	11,972	(11,391)
TOTAL RECEIPTS	11,728,507	8,747,820	5,284,333	8,247,961	(2,963,628)
EXPENDITURES					
Personnel Services	1,174,831	1,446,961	835,683	797,610	38,073
Vacancy		(27,810)	0		0
Maintenance & Repair	2,237,571	1,043,050	615,479	777,687	(162,208)
Commodities	1,757,586	1,426,850	832,265	1,336,242	(503,977)
Other Charges	375,064	247,390	157,204	394,990	(237,786)
Capital Outlay	0	995,000	995,000	868	994,132
Debt Payment	1,733,972	1,653,139	1,451,901	1,644,649	(192,748)
Stock	32,154	5,000	2,912	1,573	1,339
Transfer to Project Account	3,444,286	25,000	25,000	2,618,728	(2,593,728)
Utilities	664,956	594,600	346,829	363,725	(16,896)
Communications	28,074	44,900	26,166	13,886	12,280
Travel & Training	25,027	15,200	8,855	13,404	(4,549)
Contractual Services	789,492	1,292,000	960,303	990,501	(30,198)
Administrative Fee 16%	1,086,178	1,315,955	767,641	827,497	(59,856)
Excess Carryover		0	0		0
Change in Liabilities	998	0		(59,193)	59,193
Outstanding PO's	0				
TOTAL EXPENDITURES	13,350,189	10,077,235	7,025,238	9,722,167	(2,696,929)
NET CHANGE IN CASH	(1,621,682)	(1,329,415)	(1,740,905)	(1,474,206)	(266,699)
ENDING CASH BALANCE	830,592	1,077,568	(64,893)	(643,614)	
Principal Bond Payments	(1,415,000)	(1,415,000)	(1,415,000)	(1,415,000)	
Depreciation	1,456,758	1,550,000	904,161	839,314	
Capitalized Assets	(3,879,788)	(995,000)	0	0	
Liabilities					
ADJUSTMENTS	(3,838,030)	(860,000)	(510,839)	(575,686)	
Base for reserve calculation	9,905,903	9,082,235	6,005,238	7,102,571	
20% reserve amount	1,981,181	1,816,447	1,201,048	1,420,514	
Amount over 20% reserve	(1,150,589)	(738,879)	(1,265,941)	(2,064,129)	

Wastewater Fund

as of July 31, 2024

	Preceding Year 2023 (Actual)	2024 Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
BEGINNING CASH	2,087,628	1,338,621	1,029,532	1,029,532	
REVENUE					
Sales/Charges	6,169,657	6,126,631	3,573,864	3,705,291	(131,427)
Extra Strength Surcharge	171,000	127,500	74,368	113,208	(38,840)
Interest on Investment	80,398	40,000	23,331	35,662	(12,331)
New System taps	4,600	1,000	581	1,200	827
Loss on sales of assets	0			0	
Grant money	1,225,409	0	0	0	0
Sale of Bonds	6,533,733	0	0	0	0
Non Operating Revenue	562,302		0	135,920	(135,920)
Miscellaneous	15,315	1,000	581	3,105	(2,524)
TOTAL RECEIPTS	14,762,414	6,296,131	3,672,725	3,994,386	(320,216)
EXPENDITURES					
Personnel Services	1,287,455	1,310,671	756,881	805,749	(48,868)
Vacancy	0	(23,100)		0	0
Maintenance & Repair	624,540	489,100	296,954	302,135	(5,181)
Commodities	427,896	374,750	218,561	431,099	(212,538)
Other Charges	291,139	187,785	139,975	124,891	15,084
Capital Outlay	604,993	405,000	405,000	120,386	284,614
Debt Payment	2,843,772	2,800,484	2,505,881	2,573,375	(67,494)
Transfer to Project fund	8,320,208	79,100	79,100	135,920	(56,820)
Utilities	570,015	599,500	349,692	403,661	(53,969)
Communications	21,816	29,600	17,234	11,900	5,334
Travel & Training	15,084	11,500	6,692	5,240	1,452
Contractual Services	215,926	239,550	144,294	273,443	(129,149)
Administrative Fee flat	610,000	610,000	355,831	355,833	(2)
Excess Carryover		0	0		0
Change in Liabilities	(12,334)	0		(214,178)	214,178
Outstanding PO's	0				
TOTAL EXPENDITURES	15,820,510	7,113,940	5,276,095	5,329,454	(53,359)
NET CHANGE IN CASH	(1,058,096)	(817,809)	(1,603,370)	(1,335,068)	(266,857)
ENDING CASH BALANCE	1,029,532	520,812	(573,838)	(305,536)	
Depreciation	2,096,619	2,125,205	1,239,693	1,294,240	
Principal Bond Payments	(2,285,730)	(2,211,279)	(2,211,279)	(2,211,279)	
Capitalized Assets	(3,169,496)	(405,000)	0	0	
Change in Liabilities		0			
ADJUSTMENTS	(3,358,607)	(491,074)	(971,586)	(917,039)	
Base for reserve calculation	6,895,309	6,708,940	4,791,995	5,073,148	
20% Cash Reserve amount	1,379,062	1,341,788	958,399	1,014,630	
Amount over 20% Cash Reserve	(349,530)	(820,976)	(1,532,237)	(1,320,165)	

Solid Waste Fund

as of July 31, 2024

	Preceding Year 2023 (Actual)	2024 Budget	2024 Jan -July Budget	2024 YTD Actual	Difference b/w YTD Budget & YTD Actual
BEGINNING CASH	3,549,209	2,658,924	3,388,241	3,388,241	
REVENUE					
Refuse Collection Fees	3,004,195	3,050,000	1,779,162	1,759,788	19,374
Loss on Sale of Assets		0		0	0
Interest on Investments	150,996	70,000	40,831	101,588	(60,757)
Trf from Health Ins - Premiums		0			0
Resale of Recyclables	84,117	60,000	35,000	82,685	(47,685)
Box Container Fees	1,868,989	2,270,000	1,324,162	1,087,240	236,922
Landfill Fees	611,254	608,000	354,662	331,661	23,001
Transfers	19,428	0		0	0
Miscellaneous	5,664	4,800	287	6,675	(6,388)
TOTAL RECEIPTS	5,744,643	6,062,800	3,534,104	3,369,638	164,466
EXPENDITURES					
Personnel Services	2,268,626	2,450,264	1,415,605	1,384,933	30,672
Vacancy		(47,329)			0
Maintenance & Repair	372,042	390,500	235,472	143,230	92,242
Commodities	408,039	428,000	251,474	221,286	30,188
Other Charges	278,567	220,735	130,681	225,682	(95,001)
Capital Outlay	3,970	655,000	655,000	320,359	334,641
Transfer to Equipment Reserve	25,000	86,000	86,000	0	86,000
Utilities	60,758	72,000	41,979	30,536	11,443
Communications	37,201	49,900	29,071	19,063	10,008
Transfer to project	0	0			0
Travel & Training	10,752	8,750	5,089	3,699	1,390
Contractual Services	1,679,951	1,855,500	1,091,800	1,017,458	74,342
Administrative Fee 16%	877,017	948,480	553,280	508,590	44,690
Excess Carryover		0	0	0	0
Change in Liabilities	(116,312)	0		38,558	(38,558)
Outstanding PO's	0				
TOTAL EXPENDITURES	5,905,611	7,117,800	4,495,451	3,913,396	582,055
NET CHANGE IN CASH	(160,968)	(1,055,000)	(961,347)	(543,758)	(417,589)
ENDING CASH BALANCE	3,388,241	1,603,924	2,426,894	2,844,483	
Principal Payments	0	0	0	0	
Depreciation	394,298	455,000	259,574	232,003	
Capitalized Assets	(459,572)	(655,000)	0	(354,439)	
Change in Liabilities		0			
ADJUSTMENTS	(65,274)	(200,000)	259,574	(122,436)	
Base for reserve calculation	5,901,641	6,462,800	3,840,451	3,593,037	
20% cash reserve amount	1,180,328	1,292,560	768,090	718,607	
Amount over 20% Cash Reserv	2,207,913	311,364	1,658,804	2,125,875	

CITY OF EMPORIA
ACTUAL COMPARED TO BUDGET
as of July 31, 2024
EXPENSES FOR GENERAL FUND DEPARTMENTS

	2024 AMENDED BUDGET	2024 W ENCUMBRANCES	DIFFERENCE B/W ACTUAL & BUDGET	PERCENTAGE RECEIVED/ USED	General Fund Shared Revenue	Shared Budget	Actual Shared Budget	Department Net
						15,476,651	15,955,552	
COMMISSION/MANAGER/CLERK	5,589,888.00	1,004,835.40	4,585,053	18%	19.90%	3,080,213	3,175,526	2,170,690
FINANCE/HUMAN RESOURCES	506,098.00	263,071.48	243,027	52%	1.80%	278,877	287,506	24,435
INFORMATION SYSTEMS	422,110.00	232,411.11	189,699	55%	1.50%	232,597	239,794	7,383
POLICE PROTECTION	5,635,137.00	3,154,185.04	2,480,952	56%	20.06%	3,105,147	3,201,231	47,046
ANIMAL CONTROL	234,004.00	135,071.01	98,933	58%	0.83%	128,944	132,934	(2,137)
FIRE PROTECTION	3,358,848.00	1,856,984.55	1,501,863	55%	11.96%	1,850,836	1,908,108	51,123
AMBULANCE SERVICE	3,985,714.00	1,951,603.65	2,034,110	49%	14.19%	2,196,260	2,264,220	312,616
CODE SERVICES	975,690.00	531,645.19	444,045	54%	3.47%	537,637	554,274	22,629
COURT SERVICES	625,123.00	346,575.83	278,547	55%	2.23%	344,463	355,122	8,547
ENGINEERING	736,918.00	343,983.13	392,935	47%	2.62%	406,066	418,631	74,648
SNOW REMOVAL	73,000.00	21,386.57	51,613	29%	0.26%	40,225	41,470	20,084
GOLF COURSE MAINTENANCE	591,964.00	352,953.06	239,011	60%	2.11%	326,192	336,285	(16,668)
GOLF SHOP	419,803.00	310,793.32	109,010	74%	1.49%	231,325	238,483	(72,310)
PARK	1,258,943.00	719,910.11	539,033	57%	4.48%	693,719	715,185	(4,725)
DISC GOLF	0.00	103,101.14	(103,101)	#DIV/0!	0.00%	0	0	(103,101)
AQUATIC CENTER	243,475.00	75,282.89	140,374	42%	0.87%	134,163	138,314	35,213
ZOO	908,230.00	457,431.80	832,947	8%	3.23%	500,465	515,951	440,668
CIVIC BUILDING OPERATIONS	928,894.00	448,727.51	471,462	49%	3.31%	511,851	527,690	70,258
LIBRARY MAINTENANCE	79,846.00	83,240.47	(368,882)	562%	0.28%	43,998	45,359	(403,368)
GROUND MAINTENANCE	129,270.00	40,277.93	46,030	64%	0.46%	0	73,436	(9,804)
CONCESSION STAND	88,939.00	56,518.87	48,661	45%	0.32%	49,008	50,525	10,247
SHOP MAINTENANCE	143,299.00	-16,482.40	86,780	39%	0.51%	78,962	81,406	24,887
STREET LIGHTING	322,176.00	183,407.90	338,658	-5%	1.15%	177,530	183,023	199,505
MISC APPROPRIATIONS	88,000	66,249.73	(95,408)	208%	0.31%	48,491	49,991	(133,417)
AIRPORT	1,135,817.00	490,810.98	645,006	43%	4.04%	625,873	645,239	578,990
PARKING FACILITY	15,600.00	5,421.98	10,178	35%	0.06%	8,596	8,862	(481,949)
TRANSERS	4,305,515.00	2,435,976.48	1,869,539	57%	15.33%	2,372,481	2,445,894	2,440,472
CONTINGENCY	-337,313.00	0	(337,313)	0%	-1.20%	(185,871)	(191,622)	(2,627,599)
EXCESS CARRYOVER	0	0	0	#DIV/0!				
GENERAL FUND	32,464,988	15,655,375	16,772,762	48%	101.46%	17,818,050	18,442,838	
	28,086,610							

CITY OF EMPORIA
 ACTUAL COMPARED TO BUDGET
 as of July 31, 2024
 EXPENSES FOR WATER FUND DEPARTMENTS

	2024 AMENDED BUDGET	2024 ACTUAL WITH ENCUMBRANCES	DIFFERENCE B/W ACTUAL & BUDGET	PERCENTAGE RECEIVED/ USED
DEBT	1,625,329	280,051	1,345,278	17%
ADMINISTRATION	2,739,739	1,306,272.75	1,433,466	48%
WATER MAINTENANCE	2,007,791	3,728,184.69	(1,720,394)	186%
WATER PLANT	5,159,943	3,939,994.87	1,219,948	76%
WATER STOCK	5,000	1,572.71	3,427	31%
	<u>11,537,802</u>	<u>9,256,076</u>	<u>2,281,726</u>	<u>4</u>
Capital Outlay				
Water Plant	\$360,000		Water Plant Evaluation	
Water Plant	\$240,000		Container for Polymer	
Water Plant	\$140,000		Aqua Ammonia Tank Replacement	
Water Plant	<u>\$255,000</u>		S Cottonwood to East St from KS to Potwin	
	995,000	<u>0</u>		

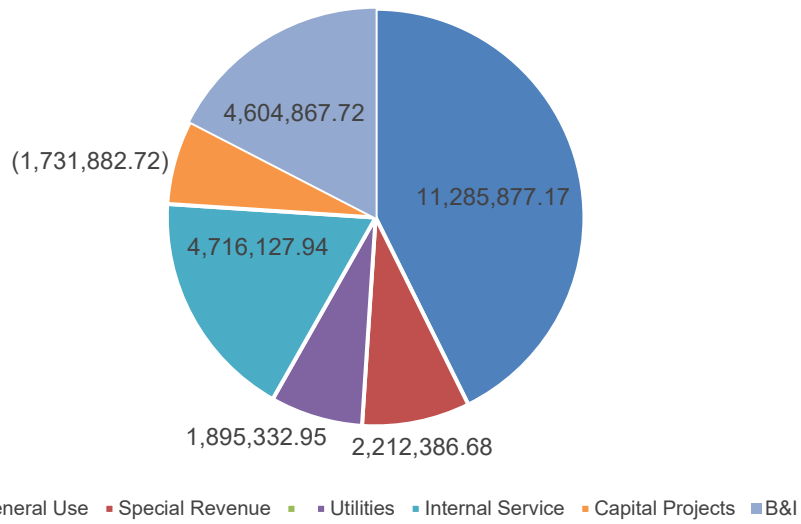
CITY OF EMPORIA
 ACTUAL COMPARED TO BUDGET
 as of July 31, 2024
 EXPENSES FOR WASTEWATER FUND DEPARTMENTS

	2024 AMENDED BUDGET	2024 W ENCUMBRANCES	DIFFERENCE B/W ACTUAL & BUDGET	PERCENTAGE RECEIVED/ USED
DEBT	2,777,384	362,096	2,415,288	13%
ADMINISTRATION	1,496,386	602,317	894,069	40%
SEWER MAINTENANCE	1,783,635	1,310,397	473,238	73%
SEWER PLANT	3,297,554	2,351,782	945,772	71%
	<u>9,354,959</u>	<u>4,626,593</u>	<u>4,728,366</u>	<u>2</u>
Capital Outlay				
Sewer Maintenance	\$175,000		Sewer Main Relining	
Waste Water Plant	\$30,000		Gator	
Waste Water Plant	\$200,000		Replace UV Bulbs, Sleeve, End and Ballasts	
	<u>405,000</u>	<u>0</u>		

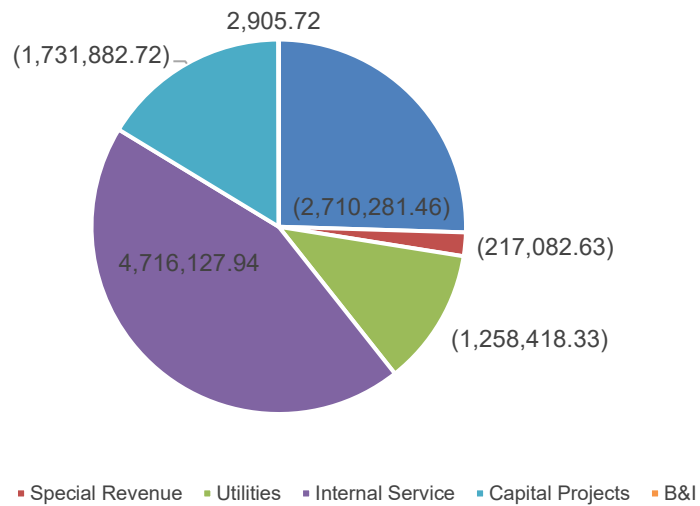
CITY OF EMPORIA
 ACTUAL COMPARED TO BUDGET
 as of July 31, 2024
 EXPENSES FOR SOLID WASTE FUND DEPARTMENTS

	2024 AMENDED BUDGET	2024 W ENCUMBRANCES	DIFFERENCE B/W ACTUAL & BUDGET	PERCENTAGE RECEIVED/ USED
ADMINISTRATION	2,809,390	708,257.47	399,598	25%
COLLECTIONS	2,998,315	1,658,803.94	797,978	55%
TRANSFER STATION	2,020,116	979,362.70	535,461	48%
RECYCLING CENTER	683,901	405,978.77	221,275	59%
	<u>8,511,722</u>	<u>3,752,403</u>	<u>1,954,312</u>	<u>2</u>
Capital Outlay				
Administration	100,000		Solid Waste Master Plan	
Collections	270,000		Roll Off Truck (2011)	
Collections	285,000		Rear Load Trash Truck (2010)	
	<u>\$655,000</u>	<u>0</u>		

Unencumbered Cash



Available Funds



City of Emporia
Unencumbered Cash Report
as of July 31, 2024

	Amount	YTD Budget	Difference	Unencumbered Cash		
101 General Fund	9,188,616.77	8,120,507.48	1,068,109.29	General Use	11,285,877.17	49.11%
102 Multi Year Fund	2,097,260.40	5,875,651.15	(3,778,390.75)	Special Revenue	2,212,386.68	9.63%
103 Insurance Reserve	682,835.83	663,358.00	19,477.83			
104 Vacant Property Program	37,839.12	-	37,839.12	Utilities	1,895,332.95	8.25%
201 Library Fund	-	(6,924.00)	6,924.00	Internal Service	4,716,127.94	20.52%
203 Transient Guest Tax Fund	501,908.97	659,394.00	(157,485.03)	Capital Projects	(1,731,882.72)	-7.54%
204 Industrial Fund	25,240.23	24,267.00	973.23	B&I	4,604,867.72	20.04%
205 Economic Sales Tax Fund	768,499.50	1,155,065.31	(386,565.81)		22,982,709.74	
206 Special Alcohol Fund	117,367.87	116,950.00	417.87			
207 Special Park & Recreation Fund	158,375.02	59,400.00	98,975.02	Budget		
208 Special Street Fund	288,406.13	140,824.00	147,582.13	General Use	(2,710,281.46)	
209 Drug Money Forfeitures Fund	37,127.79	37,047.00	80.79	Special Revenue	(217,082.63)	
210 Storm Water Fund	208,772.79	243,446.00	(34,673.21)	Utilities	(1,258,418.33)	
218 Emergency Shelter Grant Fund	4,724.11		4,724.11	Internal Service	4,716,127.94	
224 Fire Public Education	7,605.86		7,605.86	Capital Projects	(1,731,882.72)	
225 Police Grants Fund	4,011.05		4,011.05	B&I	2,905.72	
251 Emporia Homeowner Repair	(78,688.84)		(78,688.84)			
252 2014 Housing Rehab	28,365.17		28,365.17			
254 2020 CDBG Rehab Grant	3,994.00		3,994.00			
260 Land Bank	130,786.89		130,786.89			
301 Bond and Interest Fund	4,604,867.72	4,601,962.00	2,905.72			
305 Equipment Reserve Fund	382,431.37	579,091.00	(196,659.63)			
401 Coronavirus Recovery Grant	87,837.01		87,837.01			
406 Internal Improvement Fund	3,251,462.75		3,251,462.75			
407 Rec Center Projects	(2,000.00)		(2,000.00)			
409 Water Treatment Plant Improvement	544,403.29		544,403.29			
413 Water Main Improvements	(8,779,168.56)		(8,779,168.56)			
415 Civic Auditorium Project Fund	198,401.77		198,401.77			
423 Airport Improvements Fund	368,719.84		368,719.84			
428 Park Improvements Fund	(139,528.40)		(139,528.40)			
441 Paving Projects Fund	(615,244.20)		(615,244.20)			
442 Construction Projects Fund	(261,660.16)		(261,660.16)			
444 Waste water Improvement	3,614,893.94		3,614,893.94			
501 Water Utility Fund	(643,614.22)	(64,893.00)	(2,064,128.51)			
502 Sewer Fund	(305,535.54)	(573,838.00)	(1,320,165.15)			
503 Solid Waste Fund	2,844,482.71	2,426,894.00	2,125,875.33			
601 Worker's Comp Fund	2,256,936.92		2,256,936.92			
602 Health Care Fund	2,459,191.02		2,459,191.02			
708 Fire Insurance Proceeds	5,890.14		5,890.14			
	24,085,816.06					

The Governing Body of the City of Emporia, Kansas, met in Regular Session, on Wednesday, August 7, 2024, with Mayor Harter presiding and Commissioners Brinkman, Sauder and Smith present. Also present were City Manager Cocking, Deputy City Manager Detter, City Clerk Sull and City Attorney Montgomery.

**CITY COMMISSION
(Public Comment)**

This is the time for the public to make comments.

The public is invited to make comments at this time. Please limit comments to two (2) minutes each. Please state your name and address prior to making comments.

No comments were made at this time.

**CITY COMMISSION
(Appoint Member to City Commission)**

City Attorney Montgomery was recognized and addressed the Governing Body. She stated Emporia Charter Ordinance No. 38 establishes the procedure for filling a vacancy on the City Commission. A vacant City Commission seat for an unexpired term ending in January 2026 was announced at the City Commission meeting on July 17, 2024. Applications were accepted to fill the unexpired term for a period of 15 days. She stated a vacancy on the City Commission that occurs more than six months prior to a city election is filled by a majority vote of all remaining City Commissioners. The City Clerk has certified a list of qualified applicants. Votes must be cast by written ballot. All ballots will include the name of the Commissioner casting the ballot and will be considered an open record. If no applicant is selected by the Commission within 60 days of the announcement of the vacancy, a city-wide election will be required. She stated a procedure was established for the selection process that conforms with Charter Ordinance No. 38 requirements recommended by the Mayor, Vice-Mayor and city staff as follows:

1. Vote to approve procedure for filling the vacancy on the City Commission as recommended by the Mayor, Vice-Mayor and city staff.

2. Vote to accept the Certified List of Qualified Applicants presented by the City Clerk.
3. Invite applicants to give two-minute presentations and answer prepared questions presented by the City Clerk.
4. Vote by written ballot to narrow the list of candidates. Each City Commissioner votes for two applicants. Any applicant not receiving a vote will be eliminated from further consideration.
5. City Commissioners ask questions of remaining candidates and discuss.
6. Vote by written ballot for one candidate to fill the vacancy on the City Commission for the unexpired term ending in January 2026.
7. If no candidate receives a majority vote in Step 6, any applicant not receiving a vote will be eliminated. Repeat Steps 5 and 6.
8. If no candidate receives a majority vote after Step 7, continue voting to the next regular meeting on August 21, 2024.

The list of qualified applicants are as follows:

Tyler Curtis
Rebecca Douglass
Bryce Heitman
Aaron Larson
Michael Mercer
Lucas Moody
Deon Morrow
Joe Reed
Will Spencer
Kenton Thomas

Commissioner Smith made a motion to approve the procedure for filling the vacancy that conforms with Charter Ordinance No. 38 requirements as recommended by the Mayor, Vice-Mayor, and city staff. Commissioner Sauder seconded the motion. The vote follows: Commissioner Smith, aye; Commissioner Sauder, aye; Commissioner Brinkman, aye; and Mayor Harter, aye.

Commissioner Smith made a motion to accept the certified list of qualified applicants presented by the City Clerk. Commissioner Sauder seconded the motion. The

vote follows: Commissioner Smith, aye; Commissioner Sauder, aye; Commissioner Brinkman, aye; and Mayor Harter, aye.

Mayor Harter invited each applicant to give their two-minute presentation to the Commission. After each presentation, the prepared questions presented by the City Clerk to the applicants were the following:

1. Considering your other commitments, how will you prioritize this one and avoid any potential conflicts of interest?
2. In your opinion, what is the most important issue impacting the City right now?
3. Considering the demands of this role, do you feel confident that your schedule will allow you to fully commit to it?

Following all presentations by the applicants, Mayor Harter stated the next step was to proceed to the Commissions' first written ballot. This vote narrowed the list of candidates for further consideration. Any candidate that did not receive a vote was eliminated. Commissioners voted for two (2) candidates on the first written ballot.

City Clerk Sull reviewed the votes and the list of remaining candidates that continued to the next round of voting were the following:

Tyler Curtis
Aaron Lawson
Lucas Moody
Deon Morrow
Joe Reed
Kenton Thomas

Mayor Harter asked the Commission for additional questions to the candidates.

Commissioner Brinkman asked the following question to the remaining candidates:

1. How do you recognize when enough consensus building has taken place?

Following further interviewing, Mayor Harter requested the Commission vote a second time to elect an individual to fill the vacancy on the City Commission for the unexpired term ending in January 2026. If a candidate receives a majority vote they will be the successful candidate to fill the vacancy.

City Clerk Sull announced the second round of votes and the list of remaining candidates that will continue to the next round of voting were the following:

Tyler Curtis
Aaron Larson
Lucas Moody

Commissioner Smith then made a motion to recess and return to the City Commission Meeting Room at 12:00 p.m. Commissioner Brinkman seconded the motion. The vote follows: Commissioner Smith, aye; Commissioner Brinkman, aye; Commissioner Sauder, aye and Mayor Harter, aye.

Upon reconvening the meeting in Regular Session, at 12:00 p.m., this same date in the City Commission Meeting Room, Mayor Harter continued the process with the applicants to fill the vacancy.

Mayor Harter asked for any additional questions or further discussion.

Each Commissioner then explained who and why they voted for and what they felt the candidate could bring to serve on the commission.

Mayor Harter requested the Commission to vote a third time to select an individual to fill the vacancy on the City Commission. The Commission will vote for one candidate. If no candidate receives a majority, the voting will continue to the August 21, 2024, Commission meeting.

City Clerk Sull announced the third round of votes as follows:

Commissioner Brinkman - Aaron Larson
Mayor Harter - Tyler Curtis
Commissioner Sauder - Tyler Curtis
Commissioner Smith - Tyler Curtis

Mayor Harter congratulated and stated Tyler Curtis will be sworn in as a City Commissioner at the August 21, 2024, regular meeting. He then thanked all the candidates for their interest and encouraged them to consider running for the next ballot for City Commissioner.

**ECONOMIC DEVELOPMENT
(Gazette Building Development, LLC - RHID)
(Public Hearing)
(Ordinance Number 24-23)**

AN ORDINANCE ESTABLISHING A REINVESTMENT HOUSING INCENTIVE DISTRICT AND ADOPTING A PLAN FOR THE DEVELOPMENT OF HOUSING AND PUBLIC FACILITIES IN SUCH DISTRICT, AND MAKING CERTAIN FINDINGS IN CONJUNCTION THEREWITH, to which the City Clerk assigned Ordinance Number 24-23, was presented to the Governing Body for their consideration.

Tayler Wash, Assistant City Manager, was recognized and addressed the Governing Body. She stated the city has been working with representatives of the Gazette Building Development on the redevelopment of the Gazette Building located at 517 Merchant. The development uses multiple layers of funding including CDBG, Historic Tax Credits, IRB and the present RHID. The proposed ordinance will establish the RHID and adopt the development agreement for the project. She stated no city funding is required. The RHID will capture the incremental increase in real property taxes created by this housing development over 25 years. These funds will be reimbursed to the developer for infrastructure costs. Since this is combined with an IRB which is a property tax abatement, it will not generate revenue until after the expiration of the IRB in year 10, which will leave 15 years of RHID revenue. She stated the commission previously approved resolution number 3736 to conduct a public hearing at this time.

Mayor Harter then declared the public hearing open.

As no one in attendance wished to address the Governing Body, Mayor Harter then declared the public hearing closed.

Commissioner Smith made a motion to approve Ordinance Number 24-23, an ordinance establishing a reinvestment housing incentive district and adopting development agreement for the Gazette Building Development. Commissioner Sauder seconded the motion. The vote follows: Commissioner Smith, aye; Commissioner Sauder, aye; Commissioner Brinkman, aye; and Mayor Harter, aye.

**CITY COMMISSION
(Board Appointment)**

Emporia Human Relations Commission:

It was moved by Commissioner Smith seconded by Commissioner Sauder that Angela Acosta-Cruz be appointed to the Emporia Human Relations Commission to fill an unexpired term ending June 1, 2025. The vote follows: Commissioner Smith, aye; Commissioner Sauder, aye; Commissioner Brinkman, aye; and Mayor Harter, aye.

**PAVING
(Kansas Department of Transportation)
(CCLIP-SP FY2027 Mill, Overlay and Pavement Markings on KS-99 Hwy)
(Commercial Street from 3rd Avenue to 12th Avenue)
(US-50 Hwy - 6th Avenue from Neosho Street to Mechanic Street)
(Approve KDOT Awarded Project)**

Jim Ubert, City Engineer, was recognized and addressed the Governing Body. He stated the Engineering Department submitted an application to KDOT for CCLIP-SP funding for portions of KS-99 Highway from 3rd Avenue to 12th Avenue and US-50 Highway (6th Avenue) Neosho Street to Mechanic Street. He stated the City of Emporia will be responsible for 10% of construction and construction engineering costs up to KDOT's share of \$400,000. The City will also be responsible for all preliminary engineering, right-of-way, utility costs, non-participating costs and any costs beyond KDOT's \$400,000 match. He stated the estimated cost of the project is \$875,000, with \$475,000 of that as the City's share. Funding will be from the Multi-Year Fund and county wide sales tax revenue. These sections of KS-99 and US-50 Highways were resurfaced in 2021. He stated staff recommends approve the KDOT awarded CCLIP-SP FY2027 project and authorize the Mayor to sign KDOT form 1302.

Commissioner Sauder made a motion to approve the KDOT awarded CCLIP-SP FY2027 project and authorize the Mayor to sign KDOT form 1302. Commissioner Brinkman seconded the motion. The vote follows: Commissioner Sauder, aye; Commissioner Brinkman, aye; Commissioner Smith, aye; and Mayor Harter, aye.

CITY COMMISSION
(2024 Standard Traffic Ordinance 51st Edition)
(Ordinance Number 24-20)

AN ORDINANCE ADOPTING AND INCORPORATING BY REFERENCE THE STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES 51ST EDITION, AMENDING SECTION 25-21 OF THE CODE OF THE CITY OF EMPORIA, KANSAS, AND REPEALING SAID SECTION AS IT EXISTED PRIOR TO THE ADOPTION OF THIS ORDINANCE, to which the City Clerk assigned Ordinance Number 24-20, was presented to the Governing Body for their consideration.

James Watson, Assistant City Attorney, was recognized and addressed the Governing Body. He stated the League of Kansas Municipalities annually published the Standard traffic Ordinance for Kansas Cities which incorporates traffic law changes from the most recent legislative session. He stated the 51st edition includes changes to the following sections:

Section 201.1 Failure to Comply with a Traffic Citation.

- Adds subsection (g) which causes this subsection to expire at 11:59 p.m. on December 31, 0224. The following Section 201.2 is intended to replace the current section.

Section 201.2 Failure to Comply with a Traffic Citation.

- Adds additional driving allowances for person driving with restrictions.
- Adds language clarifying when a driver is eligible for restricted driving privileges and time duration of those privileges.
- Adds language allowing drivers with suspended or restricted driving privileges to have their driving privileges restored after a time period of 5 years from the date of conviction.

He stated all Standard Traffic Ordinance amendments specific to the City of Emporia passed in previous years remain in effect. The City has purchased copies of the booklet and the city will pay the cost of the publication. He stated staff recommends the approval of Ordinance 24-20 adopting Standard Traffic Ordinance for Kansas Cities, 51st Edition.

Commissioner Sauder made a motion to approve Ordinance Number 24-20 adopting Standard Traffic Ordinance for Kansas Cities, 51st Edition. Commissioner Smith

seconded the motion. The vote follows: Commissioner Sauder, aye; Commissioner Smith, aye; Commissioner Brinkman, aye; and Mayor Harter, aye.

**CITY COMMISSION
(2024 Uniform Public Offense Code 40th Edition)
(Ordinance Number 24-21)**

AN ORDINANCE ADOPTING AND INCORPORATING BY REFERENCE THE UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES, 40TH EDITION, AMENDING SECTION 16-4 OF THE CODE OF THE CITY OF EMPORIA, KANSAS, AND REPEALING SAID SECTION AS IT EXISTED PRIOR TO THE ADOPTION OF THIS ORDINANCE, to which the City Clerk assigned Ordinance Number 24-21, was presented to the Governing Body for their consideration.

James Watson, Assistant City Attorney, was recognized and addressed the Governing Body. He stated the League of Kansas Municipalities annually publishes the Uniform Public Offense Code for Kansas Cities which incorporates Kansas state criminal law changes from the most recent legislative session. He stated the 40th edition includes changes to the following sections:

Section 9.1 Disorderly Conduct.

- Deletes language in subsection (a)(3) whereby only using fighting words is included.

Section 9.9.1 Unlawful Possession of Marijuana and Tetrahydrocannabinols.

- Adds language giving protection from prosecution for certain information obtained when medical assistance is provided.

Section 9.9.2 Unlawful Possession of Drug Paraphernalia and Certain Drug Precursors.

- Adds language providing the same type of protections as given in Section 9.9.1.

He stated the City has purchased copies of the booklet and the city will pay the cost of the publication. He stated staff recommends the approval of Ordinance 24-21 adopting Uniform Public Offense Code for Kansas Cities, 40th Edition.

Commissioner Sauder made a motion to approve Ordinance Number 24-21 adopting the Uniform Public Offense Code for Kansas Cities, 40th Edition. Commissioner

Smith seconded the motion. Commissioner Sauder, aye; Commissioner Smith, aye; Commissioner Brinkman, aye; and Mayor Harter, aye.

CITY MANAGER'S REPORT (Communications)

Announcement Letter from KDOT stating Allocated Funds for CCLIP Project SFY 2027 in the amount of \$400,000.00. The project will consist of mill, overlay and pavement markings on K-99 Hwy from 3rd Avenue to 12th Avenue and US-50 Hwy from Neosho Street to Mechanic Street.

Consent Agenda

It was moved by Commissioner Sauder, seconded by Commissioner Smith that the Consent Agenda listed below be ratified as a whole:

- a. Minutes of Regular Commission Meeting Held on July 17, 2024.
- b. Ordinance No. 24-22 Authorizing Beer Garden for ESU's Live at the Hive Event on August 24, 2024.

AN ORDINANCE EXEMPTING AN AREA INCLUDING WEST 10TH AVENUE BETWEEN COMMERCIAL STREET AND THE ALLEY WEST OF COMMERCIAL STREET AND THE LOT AT 923 COMMERCIAL STREET IN THE CITY OF EMPORIA FROM THE PROHIBITION ON THE SALE AND CONSUMPTION OF ALCOHOLIC BEVERAGES FOR THE LIVE IN THE HIVE SPECIAL EVENT AUGUST 24, 2024.

- c. Letter of Concurrence for 502 Commercial.
- d. Withdrawal of Funds from Emporia Community Foundation.
- e. Application to Federal Home Loan Bank of Topeka's Affordable Housing Program.
- f. Extension of Audit Agreement (2 years)

The vote follows: Commissioner Sauder, aye; Commissioner Smith, aye; Commissioner Brinkman and Mayor Harter, aye.

CITY COMMISSION (City Manager's Report)

This is an opportunity for the City Manager to present information to the public that may not be reported in other news accounts or City activities or to highlight accomplishments of the organization.

At the time this Agenda was prepared, the following items were in the works:

TENTATIVE AGENDA FOR AUGUST 21, 2024, MEETING.

- Award KDOT CCLIP-SP FY2025 KS-99 from Kansas Avenue to Railroad Crossing and 12th Avenue to North City Limits.
- Adopt Safe Routes to School Plan.
- Adopt Update on Animal Code.
- Adopt Common Consumption in the Downtown Area Sponsored by the City of Emporia.
- Recyclables and Marketing Agreement with Hamm.

STUDY SESSION

- Discuss Certified Welcoming Foundation Cohort Program Overview.

CITY COMMISSION (Public Comment)

This is the time for the Mayor and City Commissioners to make comments and reports to the public.

No comments were made at this time.

EXECUTIVE SESSION

Mayor Harter made a motion to recess into executive session for 30 minutes inviting pertinent city staff for the purpose of consultation with the City Attorney regarding a legal matter. The justification for executive session is provided in K.S.A. 75-4319 (b)(2) to protect privileged communication in the attorney-client relationship. The open meeting will resume in City Conference Room 1AB at approximately 12:55 p.m. Commissioner

Brinkman seconded the motion. The vote follows: Mayor Harter, aye; Commissioner Brinkman, aye; Commissioner Sauder, aye; and Commissioner Smith, aye.

Upon reconvening the meeting in Regular Session, at 12:55 p.m., this same date, in the City Conference Room 1AB, Commissioner Sauder made a motion to continue the executive session discussion for the reasons stated previously with all same pertinent city staff and resuming the open meeting in City Conference Room 1AB this same date at 1:16 p.m. Commissioner Smith seconded the motion. The vote follows: Commissioner Sauder, aye; Commissioner Smith, aye; Commissioner Brinkman, aye; and Mayor Harter, aye.

Upon reconvening the meeting in Regular Session, at 1:16 p.m., this same date in City Conference Room 1AB, Mayor Harter stated they had discussed consultation with the City Attorney regarding a legal matter and no action was taken.

STUDY SESSION:

1. Utility Fund Budget Discussion.
2. Animal Code Updates.
3. Discuss Common Consumption Area Downtown Sponsored by the City of Emporia.

Commissioner Sauder then made a motion to adjourn. Mayor Harter seconded the motion. The vote follows: Commissioner Sauder, aye; Mayor Harter, aye; Commissioner Brinkman, aye; and Commissioner Smith, aye.

Erren Harter, Mayor

ATTEST:

Kerry Sull, City Clerk



Commission Action Report

Ordinance 24-25 Authorizing Beer Garden for Halfway to Everywhere Festival

Title: Ordinance 24-25 Authorizing Beer Garden for Halfway to Everywhere Festival

Agenda Date: August 21, 2024

Presented By: Christina Montgomery, City Attorney

Background:

Kansas Free for Arts has requested permission to host a beer garden in connection with the Halfway to Everywhere Festival on Saturday, September 7, 2024. Mulready's will distribute the alcohol using their catering license.

Discussion:

The beer garden will be located in a half-block area west of Commercial Street between and including 9th Avenue and 10th Avenue from 11:00 a.m. to 12:00 a.m. (midnight). Mulready's will be required to meet city and state requirements for alcohol sales. No one under the age of 21 may possess or consume alcohol within the beer garden, and no alcohol may be consumed in vehicles while on the street at the event. The boundaries of the event must be clearly marked.

Financial considerations:

The city will pay the cost of publication of the ordinance.

Recommended action:

Approve Ordinance 24-25 Authorizing Beer Garden for Halfway to Everywhere Festival.

Attachments:

Ordinance 24-25 Authorizing Beer Garden for Halfway to Everywhere Festival

ORDINANCE NO. 24-25

AN ORDINANCE EXEMPTING A ONE-HALF BLOCK AREA WEST OF COMMERCIAL STREET BETWEEN AND INCLUDING WEST 9TH AVENUE, WEST 10TH AVENUE AND PORTIONS OF THE ALLEY WEST OF COMMERCIAL STREET FROM THE PROHIBITION ON THE SALE AND CONSUMPTION OF ALCOHOLIC BEVERAGES FOR THE HALFWAY TO EVERYWHERE FESTIVAL SEPTEMBER 7, 2024

WHEREAS, Hank Osterhout with Kansas Free for Arts has requested an exemption from the prohibition of sale and consumption of cereal malt beverages (CMB) and/or alcoholic liquor in a one-half block area west of Commercial Street between and including West 9th Avenue, West 10th Avenue and portions of the alley west of Commercial Street in connection with the Halfway to Everywhere Festival to be held on Saturday, September 7, 2024. Alcohol will be distributed by Mulready's under a catering license.

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

SECTION 1. Pursuant to K.S.A. 2011 SUPP. 41-719, as amended, the Governing Body temporarily exempts a one-half block area west of Commercial Street between and including West 9th Avenue, West 10th Avenue and portions of the alley west of Commercial Street, with the exact location to be approved by the Chief of Police or designee, from the prohibition on the sale and consumption of enhanced cereal malt beverage (CMB) and alcoholic liquor when it is being sold or consumed in conjunction with the Halfway to Everywhere special event on September 7, 2024, between the hours of 11:00 a.m. and 12:00 a.m. (midnight), as authorized by the city manager and subject to any other laws or ordinances regulating the possession, sale and/or consumption of enhanced CMB and alcoholic liquor.

SECTION 2. Sale and consumption shall be allowed within an area delineated in a manner approved by the Chief of Police or designee which clearly distinguishes the area where alcoholic beverages are permitted. No one under the age of 21 shall possess or consume alcoholic beverages and event sponsors shall be held strictly accountable for any violations. No alcoholic beverages shall be consumed in vehicles while on the street at any special event.

SECTION 3. No person shall remove any alcoholic liquor or enhanced CMB from inside the boundaries of the special event as delineated by signs, posted map or other means which reasonably identify the boundaries of the special event.

SECTION 4. Licensees must meet all the requirements for sale of alcoholic beverages by the city and the state.

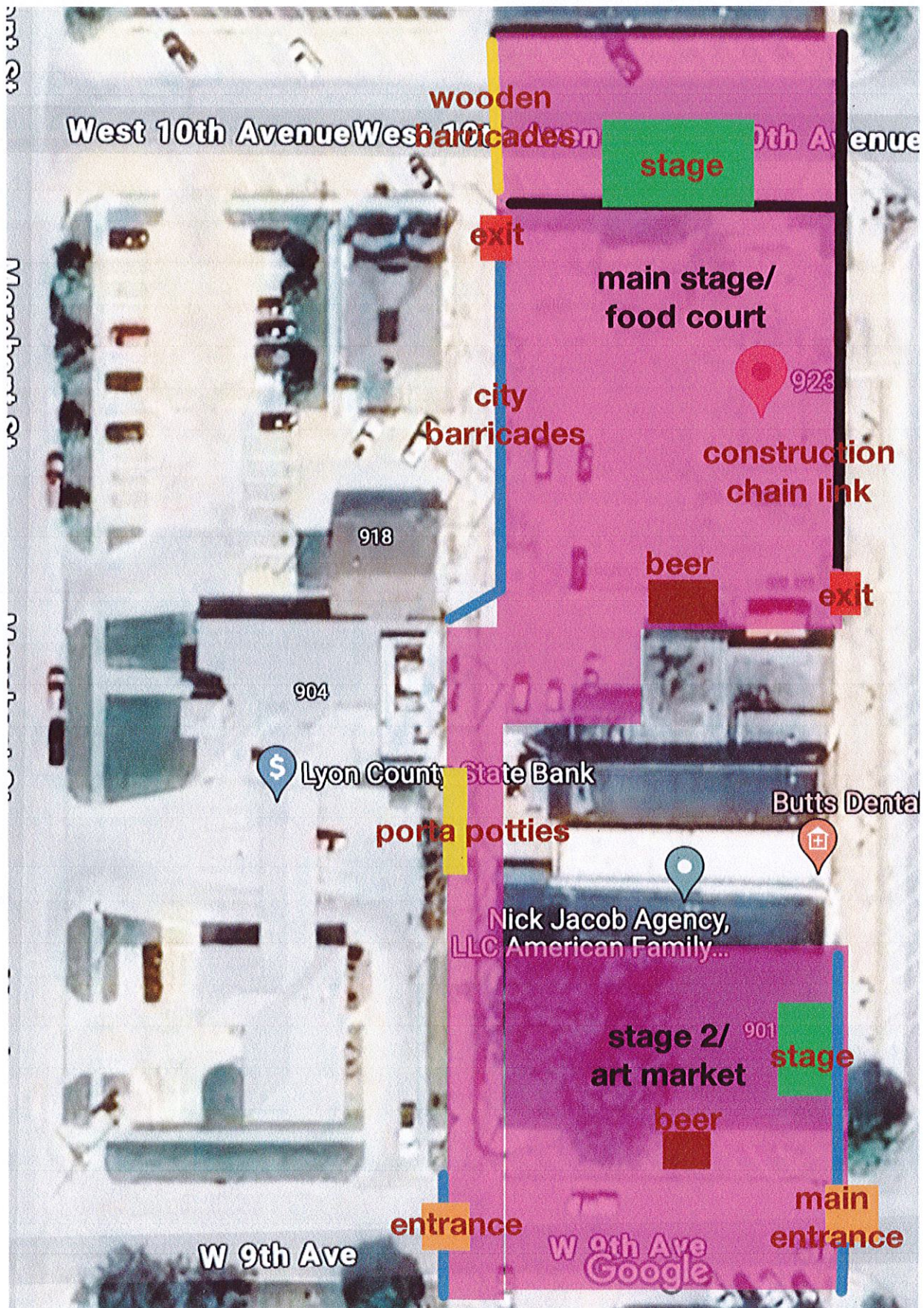
SECTION 5. This ordinance shall become effective upon publication in the official city newspaper.

PASSED AND APPROVED this 21st day of August, 2024.

Erren Harter, Mayor

ATTEST:

Kerry Sull, City Clerk





Commission Action Report

Informational Items

Title: Informational Items

Agenda Date: August 21, 2024

Presented By: Trey Cocking, City Manager

Background:

This is an opportunity for the City Manager to present information to the public that may not be reported in other news accounts or City activities or to highlight the organization's accomplishments.

Discussion:

At the time this Agenda was prepared, the following items were in the works for the tentative Agendas of the upcoming meetings on Wednesday, September 4, 2024.

Commission Meeting :

- Proclamation Recognizing National Hispanic Heritage Month September 15-October 15th.
- Proclamation for National Adult Education and Family Literacy Week September 15th -21st.
- Proclamation for September as Library Card Sign-Up Month.
- Proclamation Naming September 13-22, 2024, as Welcoming Week in Emporia.
- Public Hearing for the RNR.
- Resolution Exceeding RNR.
- Public Hearing 2025 Budget and 5-Year Plan.
- Adopt the 2025 Budget and 5-Year Plan.
- Adopt Safe Routes to School Plan.
- Contract with BG Consultants for REC Center.

Study Session: -Zoo Education Center

- Introduction of the New Zoo Director.
- CDBG Update
- Discuss the Formation of the Public Building Commission.



Commission Action Report

Executive Session

Title: Executive Session

Agenda Date: August 21, 2024

Recommended Action:

Recess into executive session for 45 minutes inviting pertinent city staff for the purpose of consultation with the City Attorney regarding a legal matter. The justification for executive session is provided in K.S.A. 75-4319(b)(2) to protect privileged communication in the attorney-client relationship. The open meeting will resume in this room at approximately __:____ a.m./p.m.

Title: KDOT Safe Routes to School Plan
Agenda Date: August 21, 2024
Presented By: James Ubert, City Engineer

Background

KDOT's consultant, Toole Design, in conjunction with USD 253 and City of Emporia Engineering Office conducted a study for Safe Routes to School. In June 2024 they published their results with recommendations for both the school district and City of Emporia.

Discussion

Answer any questions from the City Commission and City Manager's Office. Staff recommends City Commission adopt the Final City of Emporia Safe Routes to School Plan, June 2024 from KDOT, Authored by Tool Design, with specific project recommendations in the report to be reviewed on a case by case basis before implementation.

Financial Considerations

This study was paid for by KDOT. Staff would look for project recommendations funding to come from outside sources with the City providing matching money.

Attachments

City of Emporia Safe Routes to School Plan, June 2024.



Kansas
Safe Routes to School



CITY OF EMPORIA **Safe Routes to School Plan**

June 2024

PROJECT TEAM

Lead Contact

Jon Proehl, Engineering Project Manager
City of Emporia Engineering Department
(620) 343-4260 | jproehl@emporiaks.gov
522 Mechanic St., Emporia, KS 66801

Safe Routes to School Advisory Team Members:

Jim Ubert – Program Coordinator & City Engineer, City of Emporia Engineering Department

Eric Paul – Multi-Use Path Planning Board Member

Jackie Miller – Grant Facilitator, Healthier Lyon County

Erin Woods – Parent, Emporia Public Schools

Pam Stranathan – School District Contact & USD 253 Assistant Superintendent

Shane Brunner – Director, Lyon County Active Transportation (LCAT)

Sam Seeley – Director, Lyon County Planning and Zoning

Daphne Mertens – Executive Director, United Way of the Flint Hills

Leslie Seeley – Board Member, USD 253

John Koelsch – Undersheriff, Lyon County Sheriff's Office

Ray Mattas – Support Services Captain, Emporia Police Department

Information contained in this document is for planning purposes and should not be used for final design of any project. All results, recommendations, concept drawings, and commentary contained herein are based on limited data and information and on existing conditions that are subject to change. Further analysis and engineering design are necessary prior to implementing any of the recommendations contained herein.



TABLE OF CONTENTS

Chapter 1: Introduction	4
Plan Purpose	5
Timeline	6
What is Safe Routes to School?	7
The Benefits of SRTS	7
Chapter 2: Community Context and Current Travel Behaviors	8
Policies and Practices	8
Bicycle and Pedestrian Crashes	10
Community Concerns	12
Current Student Travel Patterns	13
Chapter 3: Engineering Recommendations by School	16
Our Approach	16
Emporia High School & Emporia Middle School	17
Logan Avenue Elementary School	28
Riverside Elementary School	33
Timmerman Elementary School	37
Village Elementary School	43
Walnut Elementary School	48
William Allen White Elementary School	53
Chapter 4: Education, Encouragement, and Enforcement Recommendations	58
Education Recommendations	58
Encouragement Recommendations	60
Enforcement Recommendations	61
Chapter 5: Implementation	62
KDOT Funding Opportunities	63
State of Kansas Health Funding Opportunities	64
Other Funding Opportunities & Resources	64

Chapter 1: Introduction

The City of Emporia recognizes that schools are vital community resources and is committed to providing a safe environment for students traveling to and from school. To improve safety and transportation choices for students and residents, the city partnered with Emporia Public Schools (USD 253) and Healthier Lyon County to apply for and were awarded a Safe Routes to School (SRTS) Planning Grant from the Kansas Department of Transportation (KDOT).



FIGURE 1: MORNING DROP-OFF AT LOGAN AVENUE ELEMENTARY SCHOOL

Communities were selected based on the quality of their applications and the number of students living within a reasonable walking, biking, and rolling distance to school. The applications were also assessed based on need. Reviewers assessed the percentage of students eligible for free and reduced lunch based on household income, which often relates to car ownership and access, and indicates more reliance on walking, biking, and rolling for transportation. The grant award provided consultant support to develop this SRTS Plan for the following schools:

TABLE 1: SCHOOLS ADDRESSED IN THIS PLAN

School Name	Grades	Enrollment (2023-2024)	Eligible for Free & Reduced Lunch
Emporia High School	9-12	1,461	53%
Emporia Middle School	6-8	938	67%
Logan Avenue Elementary School	K-5	230	71%
Riverside Elementary School	K-5	402	86%
Timmerman Elementary School	K-5	354	41%
Village Elementary School	K-5	372	48%
Walnut Elementary School	K-5	278	63%
William Allen White Elementary School	K-5	214	70%

Plan Purpose

Developing a SRTS Plan is an important step for a community interested in increasing the number of students walking, biking, and rolling to school. SRTS initiatives use a holistic approach to make it safer for students to walk, bike or roll to school, and, where it is safe, encourage students and families of all backgrounds and abilities to enjoy the many benefits of active travel. This plan was developed to:

- Identify barriers or issues that might discourage students from walking or biking to school,
- Develop a list of infrastructure projects that can be built to improve walking, biking, and rolling conditions for students, and
- Recommend policy or programmatic changes that encourage more students to walk, bike, or roll to school.

This plan focused on key safety issues for pedestrians and bicyclists in locations closest to the schools and along key access routes that are most likely to have a significant impact on safety and mobility. The recommendations to address these issues include a combination of short-term, relatively inexpensive projects as well as some long-term, complex, and more expensive projects.

Successful implementation of this plan will require partnership among key community stakeholders, including city staff, school staff, and community advocates.

Timeline

KDOT awarded the City of Emporia the SRTS Planning Grant in January 2024, and the planning effort took place during the spring semester of the 2023-2024 school year. While the City was the lead applicant for the plan, a local Advisory Team consisting of local and county representatives supported city and consultant staff, listed on page 2. Advisory Team members participated in two meetings to provide input and comment on draft recommendations.

The project team gathered community input via an interactive online map and caregiver survey open from March 1, 2024, to April 8, 2024. The city promoted the map and survey via the city’s website, press releases, social media, and local news. Feedback received from the online map and survey helped the project team understand existing conditions and community concerns before conducting in-person site visits. The project team conducted site visits from April 9-11, 2024. Site visits included observations of school arrival or dismissal and an assessment of existing walking, biking, and rolling infrastructure immediately around each school.



FIGURE 2: PROJECT TIMELINE



FIGURE 3: SITE VISITS

What is Safe Routes to School?

Nationally, walking and biking to school has declined dramatically over the past 50 years, from nearly 50% of K-8th grade students walking and biking in the 1960s to roughly 11% in 2017.¹ Safe Routes to School (SRTS) programs seek to reverse this decline through a comprehensive set of strategies to improve safety and increase the number of students who walk, bike, and roll to school. These approaches are commonly known as the Es:

Engineering - Provide infrastructure like sidewalks, paths, and crossings that allow people to walk, bike, and roll safely within the community and to and from schools.

Education - Ensure that everyone learns how to travel safely through classes, training, and events that teach the skills needed to walk, bike, and roll safely.

Encouragement - Promote and generate enthusiasm around walking, biking, and rolling as ways to travel using events, activities, and programs.

Enforcement - Deter unsafe behaviors of drivers, pedestrians, and bicyclists and to encourage all road users to obey traffic laws and share the road safely.

Engagement - Listen to and empower students, families, teachers, community groups, and school leaders in creating a SRTS program that works uniquely for them.

Evaluation - Track progress toward achieving goals by reporting on and assessing what approaches work (or do not) and identifying program changes that can improve outcomes.

Equity - Improve safety for everyone and pay special attention to ensure fair outcomes for students with disabilities, low-income communities, communities of color, English language learners, and students or families experiencing homelessness.

The Benefits of SRTS

SRTS efforts have a variety of benefits, including:

Improving safety for students walking, biking, and rolling. SRTS is focused on improving student safety during their journey to and from school. Through both infrastructure and non-infrastructure improvements, walking, biking, and rolling to school can become a safer and more appealing choice for students and caregivers.

Improving physical and mental health. Habits for a healthy lifestyle begin in childhood. Regular physical activity – such as walking or biking to school – is an important element of a healthy lifestyle, contributing to both physical and mental well-being. Physical activity has also been linked to improved academic performance.¹

Creating equitable choices for all people. For families with limited or without access to cars, it is especially important to have safe opportunities to walk or bicycle in and around their neighborhood.

Improving quality of life for all residents. SRTS improvements benefit not only students, but impact quality of life for neighborhoods and the entire community. Shifting vehicle trips to walking or biking trips can reduce greenhouse gas emissions, decrease school-related traffic congestion, and reduce transportation costs.

¹ Brookshire, K., LaJeunesse, S., & Pullen-Seufert, N. (October 2019). Who is Walking or Biking to School: Patterns from the 2017 National Household Travel Survey and Future Directions. Pedestrian and Bicycle Information Center. Chapel Hill, NC.

Chapter 2: Community Context and Current Travel Behaviors

This chapter provides background information and travel context for the eight schools covered in this plan.

Policies and Practices

This plan builds upon a foundation of policies and practices that already exist in Emporia. About half of the schools covered by this plan currently conduct some sort of pedestrian and bicycle education for students. William Allen White Elementary is developing a bike program as part of their physical education (PE) curriculum. Village Elementary and Walnut Elementary communicate about safe pick-up and drop-off procedures with students and caregivers.

Teachers at Walnut Elementary discuss bike safety and maintenance in the spring before peak riding weather, and the school also participates in National Walk and Bike to School Day. Timmerman Elementary has hosted an assembly with a guest speaker on bicycle safety. At Emporia Middle School, the Spartan Xtra after-school program provides safety education.

Other schools in Emporia can enhance their Safe Routes to School programming by learning from current efforts and by considering the options discussed in Chapter 4.

Additional policies and practices that influence walking, biking, and rolling in the community, especially by students, include the following:

Current Practices

- Emporia Public Library hosts a monthly **StoryWalk®** that begins at the library and continues up and down Commercial Street. At each stop, children discover the next page of a children's book (example shown in **Figure 4**). This program encourages both reading and physical activity.
- The Emporia Police Department runs a program called [Safe Kids Emporia](#), which seeks to prevent childhood injuries through programs like car seat checkups, safety workshops, and sports clinics.
- The Emporia Recreation Center has hosted a spring **bicycle rodeo** for the past few years, in collaboration with the Emporia Police Department and Lyon County Sheriff's Office bike patrol units. The Safe Routes to School Advisory Team discussed bike rodeos and how they become less frequent and well-attended since the pandemic, and how better promotion might help rebuild this event into what it once was.
- The City of Emporia has a [Hazardous Sidewalk Program](#) cost sharing program to help property owners to replace crumbling or broken sidewalks. This program offers 50/50 cost sharing for commercial or multifamily property owners. Homeowners of single-family residential properties also split costs 50/50 with the City, but they pay a maximum of \$400-700, depending on whether the



FIGURE 4: STORYWALK STOP 16 IN THE WINDOW OF ECLECTIC BIKES

home is located on a corner lot. This program is useful, but its reach is limited by the annual budget of \$100,000 per year. As it is a property-owner driven program, replacement of hazardous sidewalks may still leave sidewalk gaps, and the City is unable to target improvements in problem areas near schools.

Past Practices

- Emporia also previously hosted an event called **Keep It a Safe Summer** targeted to elementary students that has since been discontinued. This event was hosted in late spring, early summer to help families discover events, activities, and opportunities to get involved in the local community. State and local organizations attended to share information on bike safety, summer camps, local recreation, water safety, and railroad crossing safety. This event offered free bicycle helmets, funded through the Emporia Community Foundation. The event will be returning to Emporia in April 2025.
- The Emporia Police Department and Lyon County Sheriff's Office bike patrol units also previously worked with the **RecXtra** after-school program, a partnership between the Recreation Center and USD 253, to offer bike safety programming for K-5th grade students. Students learned rules of the road and safety sign identification. This program has since been cancelled.
- In the spring of 2022, the Flint Hills Metropolitan Planning Organization (MPO) worked with Healthier Lyon County, the City of Emporia, the Emporia Multi-Use Path Planning (MUPP) Board, and Lyon County to install [four temporary demonstration projects](#) near schools in Emporia. The two-week demonstration project tested pedestrian refuge islands at four crosswalk locations, using temporary materials like paint, flex posts, and rubber curbing. The refuge islands were installed near Emporia Middle School at 24th Avenue and Westridge Drive and at the entrance crossing of Graphic Arts Road, near Emporia High School at the entrance crossing of 18th Avenue, and near Walnut Elementary School at 12th Avenue and Washington Street. This project was designed to be temporary and test how these interventions improved safety. Some community members with students who attended the nearby schools appreciated the changes because they improved visibility of students crossing the street and encouraged drivers to slow down and pay attention, according to comments received on the pilot project. Other comments were more mixed, expressing concerns about driver unfamiliarity with how to navigate the infrastructure and with stopping students in the middle of the roadway.

Policies

The 2021 Emporia-Lyon County Joint Comprehensive Plan, [Plan ELC](#), includes specific strategies to support a safer walking, biking, and rolling environment for everyone. The plan identifies the following action items:

- Create safe routes to schools that enable and encourage students to walk, bike, roll, or use other forms of active transportation to and from school,
- Provide sidewalks on both sides of streets near schools,
- Provide sidewalks on both sides of arterials and collectors to provide safe access for people walking and rolling on corridors with heavier traffic volumes and higher speeds,
- Provide sidewalks on at least one side of local streets,
- Coordinate sidewalk improvements with roadway improvements,
- Prioritize completing sidewalks and mark high-visibility crosswalks in areas with high pedestrian traffic such as those near schools, downtown, major intersections, or along trail systems,
- Create sidewalk connections within a site to provide internal circulation,

- Gradually transition the existing shared lane routes to bike facilities with more physical separation between people driving and biking, especially on streets with higher vehicle speeds and volumes, and
- Update cross sections of streets including Graphic Arts Road, 12th Avenue, 6th Avenue, Prairie Street, and others to increase space for people walking, biking, and rolling.

Bicycle and Pedestrian Crashes

Bicycle and pedestrian crashes within the study area largely occurred on 12th Avenue and 6th Avenue (US 50), with the highest concentration of crashes near William Allen White Elementary and Walnut Elementary. The crash history of these roadways reflects uncomfortable conditions on the ground and likely pose concerns for caregivers of students who might walk, bike, or roll to school along or across these roadways.

W 12th Avenue represents the primary barrier for Walnut Elementary students walking, biking, and rolling to school. Near Walnut Elementary, 12th Avenue has two lanes, but each lane is almost 20-feet wide, and drivers were observed to exceed the speed limit during and outside of school hours. Many students live north of W 12th Avenue and use the crossing at 12th Avenue and Washington Street, where a pedestrian crash occurred during the last five years. Many parents and school staff expressed concerns about students crossing 12th Avenue at this location.

Students at William Allen White Elementary live both north of E 12th Avenue and south of E 6th Avenue, as shown in **Figure 7**. Challenging crossings of these roadways pose barriers to these students walking, biking, and rolling to school. Near William Allen White Elementary, 12th Avenue has two travel lanes, a center turn lane, and a posted speed of 30 mph (20 mph during school hours). 6th Avenue has four travel lanes and a posted speed of 30 mph (20 mph during school hours).

Beyond roadways with bicycle and pedestrian crashes, several roadways in Emporia are designated Vulnerable Road User (VRU) Priority Corridors by KDOT, including segments of Industrial Road, Commercial Street, 6th Avenue, and K-99. KDOT developed a Vulnerable Road User Safety Assessment in 2023 to understand conditions on roadways in which there are more fatal and severe crashes involving vulnerable road users – people walking, biking, rolling, and using other non-motorized transportation. These VRU Priority Corridors in Emporia are additional roadway segments that represent barriers to walking, biking, and rolling due to uncomfortable conditions and possible safety risks.

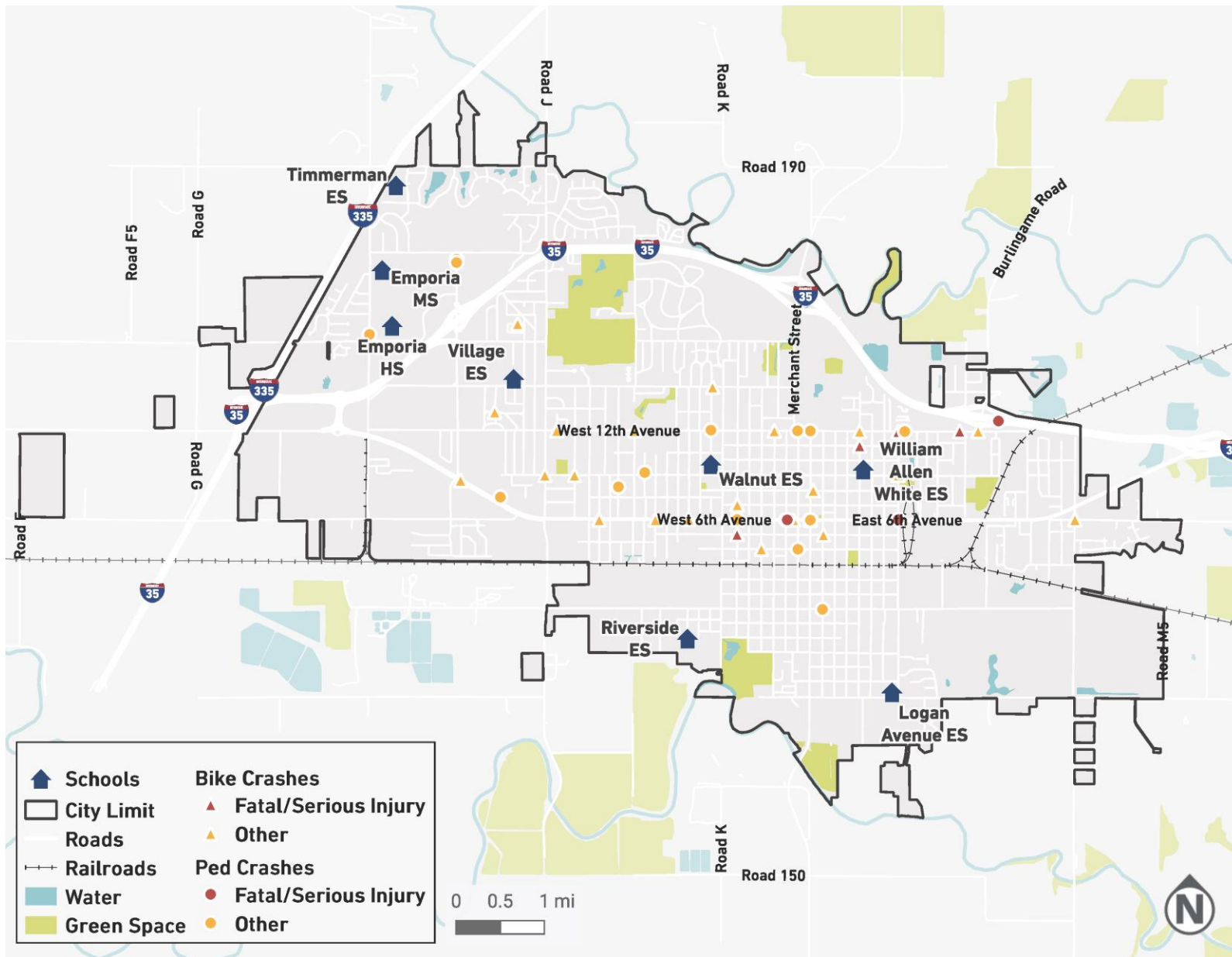


FIGURE 5: BICYCLE AND PEDESTRIAN CRASHES IN EMPORIA, 2017-2022

Community Concerns

This project invited community members to pinpoint locations where they have safety concerns on an interactive online map that was available from March 1, 2024, to April 8, 2024. Members of the Emporia community at large left 86 comments on the map, with the most responses clustered around Emporia Middle School, as well as Village, Walnut, Riverside, and Logan Avenue Elementary Schools.

The issues that received the most pinpoints and comment were related to:

- Sidewalks, including lack of sidewalks, poor sidewalk network connectivity, and deterioration or substandard sidewalks,
- Intersections, including lack of marked crossings or signage, poor driver yielding, or lack of crossing guards, and
- Speed management, including concerns about speeding inside school zones.

Sidewalk Issue

Crossing Issue

Biking Issue

Traffic Issue

Lighting Issue

Other Issue

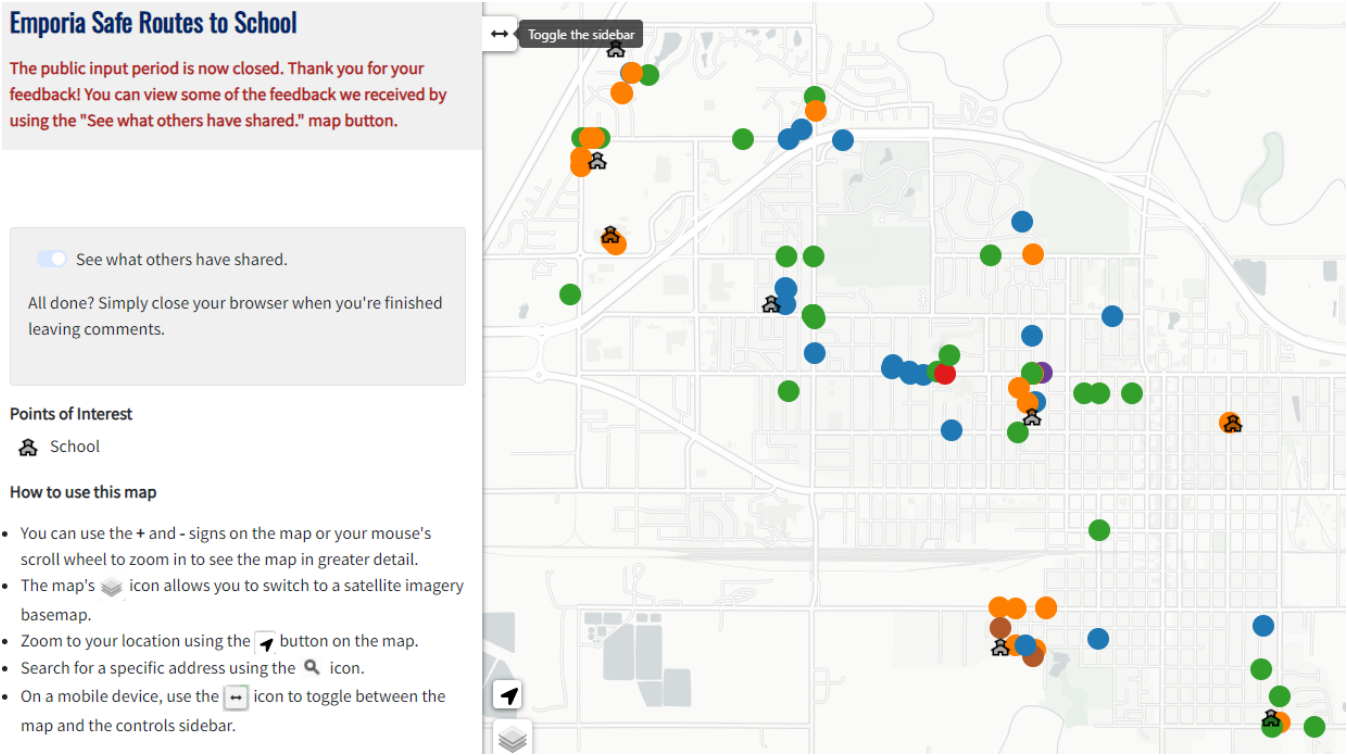


FIGURE 6: INTERACTIVE ONLINE MAP RESPONSES

Current Student Travel Patterns

In addition to observing school arrival or dismissal during the site visits, the project team collected information about student travel to school by examining enrollment boundaries and anonymized student address data, by surveying principals, and by conducting a caregiver survey. In the future, it is recommended that the City and USD 253 collaborate with principals and teachers to conduct travel tallies in classrooms around the district to get better data on the baseline share of students walking, biking, rolling, taking the bus, carpooling, being dropped off, and driving to school.

Enrollment Boundaries

Figure 7 shows current enrollment boundaries for the six elementary schools in Emporia. Timmerman Elementary School is not visible on the map, but is represented by the dark blue area. Notably, the enrollment boundaries for four of the six schools – Village, Walnut, William Allen White, and Logan Avenue – are about a mile wide at most, which means that most students live 0.25 to 1 mile away from their school. The enrollment boundaries for Timmerman Elementary School (blue) and Riverside Elementary School (red) are much wider.

People are generally willing to walk, bike, or roll for 15 minutes at a stretch or for trips of 15 minutes or less, the equivalent of about a $\frac{3}{4}$ mile walk or 3 mile bike ride, according to the Congress for New Urbanism. The distance varies based on factors like age, physical disability, convenience, weather, and others. Based on enrollment boundaries alone, one would anticipate a much larger share of students at schools with small enrollment boundaries would walk, bike, or roll, compared to schools with larger boundaries.

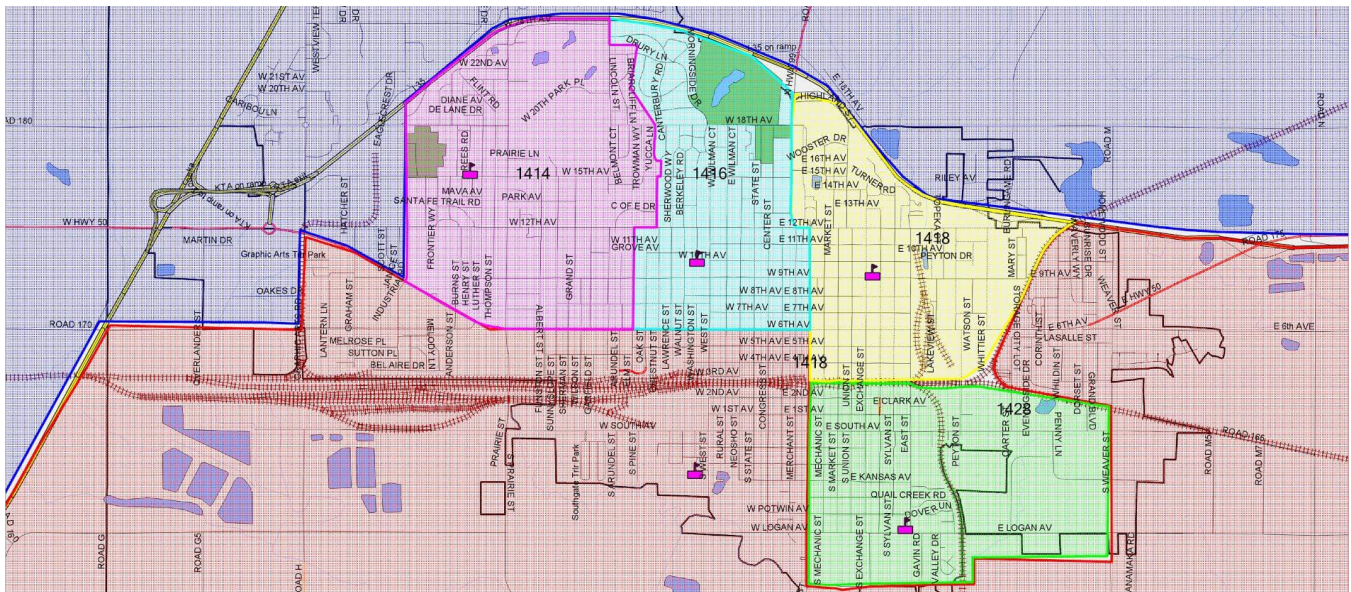


FIGURE 7: USD 253 ELEMENTARY SCHOOL ENROLLMENT BOUNDARIES

Principal Survey

USD 253 staff created a survey for the principals at each school to help the project team confirm arrival and dismissal details in advance of the site visits. The survey also allowed the principals to share what types of pedestrian or bicycle safety lessons occur at schools currently (described in the Policies and Practices section).

Principals estimated the number of students who ride the bus, carpool, were driven by a caregiver, and drive, as well as how many students walk, bike, or roll regularly:

- **Emporia High School:** About 10 students (less than 1% of students)
- **Emporia Middle School:** 25-50 students (about 3-5% of students)
- **Logan Avenue Elementary School:** 25-50 students (about 10-20% of students)
- **Riverside Elementary School:** About 10 students (about 2% of students)
- **Timmerman Elementary School:** About 20 students (about 6% of students)
- **Village Elementary School:** About 15 students (about 4% of students)
- **Walnut Elementary School:** 30-40 students (about 10-15% of students)
- **William Allen White Elementary School:** 30-40 students (about 15-20% of students)

Generally, these estimates of how many students walk, bike, or roll may have been optimistic, as field observations were on the lower end of these ranges.

Caregiver Survey

The caregiver survey was open from March 1, 2024, until April 8, 2024. The survey asked questions about the “why” behind travel to and from school, e.g., how far families live from school and other barriers, and attitudes around walking, biking, and rolling. The charts below share the primary findings about trends in student travel to and from school.

A total of 52 caregivers responded, with most responses (43) from elementary and middle school caregivers. Two-thirds (67%) of respondents currently drive their student to school, citing lack of safe infrastructure, traffic safety, and distance or time as their top three concerns when considering how their student gets to and from school. A quarter (23%) of respondents’ students walk, bike, or roll to school.

Note that this survey does not provide a representative sample of Emporia, and there is a self-selection bias in responses since those interested in walking, biking, and rolling were more likely to respond. The survey response rate represents a small fraction of the student population and may not reflect the experiences and perspectives of all families.

Figure 8 shows that 54% of students in the survey live within a mile of their school, with 40% living within half a mile from their school, which is generally considered a reasonable walking distance for students who are upper elementary school age or older. 46% of respondents report their student lives more than a mile from school.

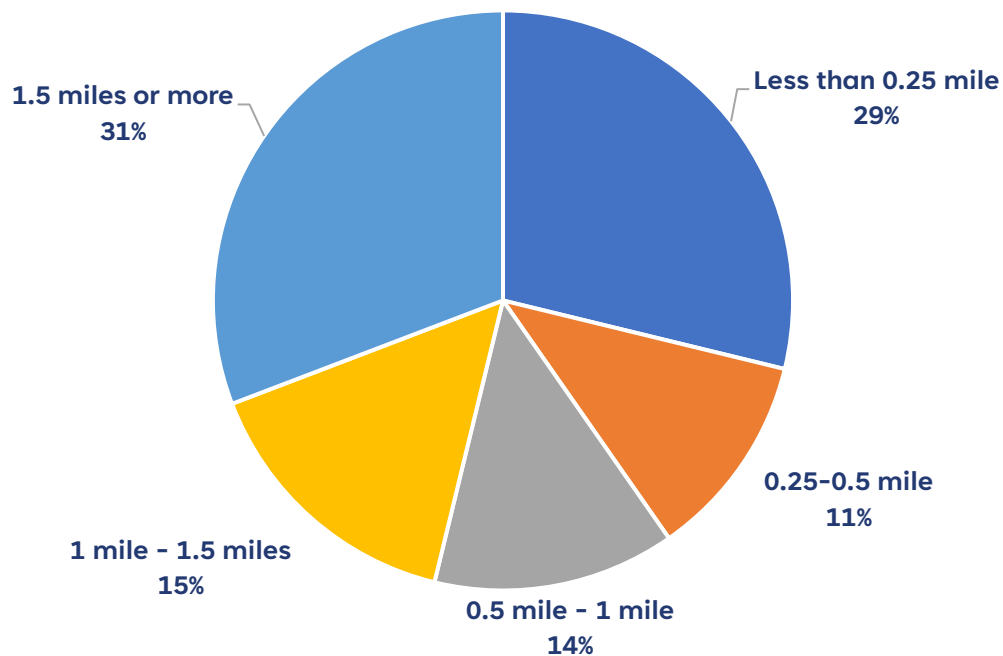


FIGURE 8: STUDENT TRAVEL DISTANCES TO SCHOOL

The survey also included a question on how caregivers would ideally like their child to travel to and from their school. This question allowed respondents to select more than one option. Survey respondents would most prefer their children to walk/roll, bike, and ride in a personal vehicle to school, in that order (**Figure 9**). This indicates that ideally caregivers would like their child to be able to walk, bike, or roll, but that they will drive their students to ensure personal safety, for convenience, or other reasons.

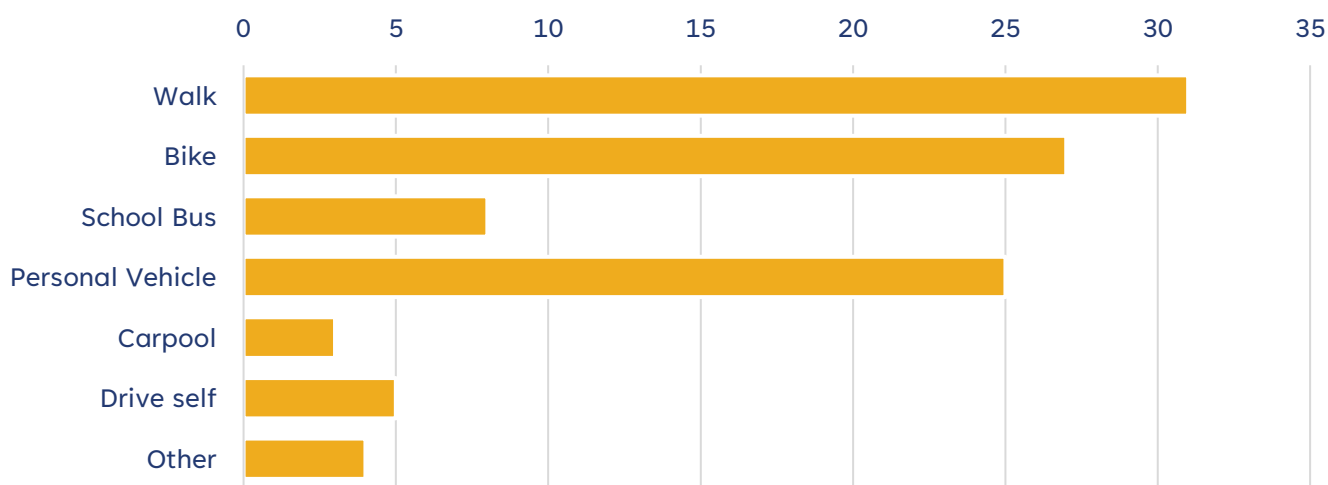


FIGURE 9: REPORTED IDEAL MODE OF TRAVEL TO/FROM SCHOOL

Chapter 3: Engineering Recommendations by School

This chapter describes the project team’s overall approach to identifying engineering (infrastructure) issues and recommendations, and includes a summary of observations and a map and description of engineering recommendations for each school. When choosing how to prioritize projects to construct first, consider the relative need of schools via factors like the share of students eligible for free and reduced lunch and the share of students with disabilities.

Our Approach

Centering Children’s Travel Needs

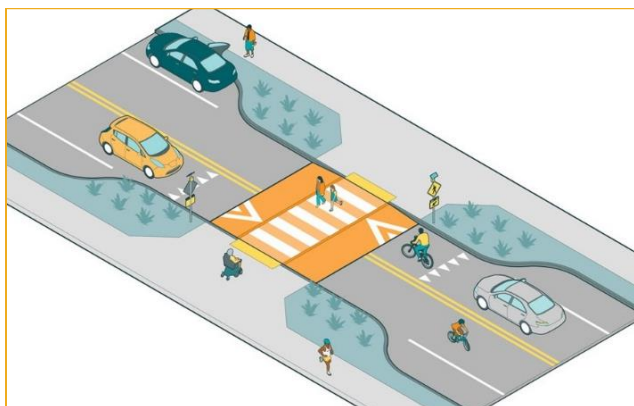
Children are different sizes and have different physical and cognitive capabilities than adults. The engineering recommendations in this plan adhere to the following principles to create safe walking, biking, and rolling environments for children:



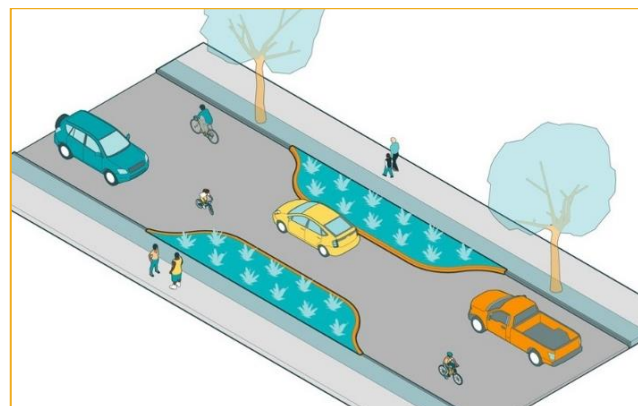
1 Provide dedicated space for walking/biking/rolling



2 Simplify crossings



3 Increase visibility



4 Design for safe vehicle speeds

Emporia High School & Emporia Middle School

Observations and Walk Audits: High School



FIGURE 10: EMPORIA HIGH SCHOOL ENTRANCE

- **Date/time of observation:** The project team observed dismissal from 3:00 PM to 4:00 PM at Emporia High School on Tuesday, April 9, 2024.
- **Main drop-off/pick-up locations:** Caregivers pick up and drop off students using the main driveway by the school's front entrance facing W 18th Avenue. Caregivers were also observed waiting for students in the church parking lot across Graphic Arts Road. Buses pick up and drop off students using the bus lane by the rear entrance on the north side of the school.
- **Crossing guards:** The high school does not have a crossing guard.
- **Behaviors:** During dismissal there is a steady stream of students exiting via the front and rear entrances. Students leaving the front of the school building flow into the parking lot from all directions, cutting through driver queues. There are no designated crossings of the pick-up/drop-off lane. Many students walk west to Graphic Arts Road and were observed sprinting across the roadway near the school driveway to meet caregivers in the church parking lot or near 20th Avenue to continue walking into the neighborhoods to the west. Several students also crossed 18th Avenue using the rectangular rapid flashing beacon (RRFB). Drivers enter the pick-up/drop-off lane from both 18th Avenue and Graphic Arts Road and form two lanes of one-way traffic from both directions, then funnel into the southbound exit lane. Drivers also exit the driveway onto Graphic Arts Road. This intersection is a right-in, right-out, but drivers were observed turning left or making U-turns on Graphic Arts Road to travel south.



FIGURE 11: EMPORIA HIGH SCHOOL

Observations and Walk Audits: Middle School



FIGURE 12: EMPORIA MIDDLE SCHOOL ENTRANCE

- **Date/time of observation:** The project team observed dismissal from 3:00 PM to 4:00 PM at Emporia Middle School on Tuesday, April 9, 2024.
- **Main drop-off/pick-up locations:** School buses pick up and drop off students using the main driveway at the school's front entrance off Graphic Arts Road. Most caregivers line up in the back parking lot and along W 24th Avenue to pick up students. A few caregivers were also observed picking up students in the church parking lot at the intersection of W 24th Avenue & Graphic Arts Road and on the east side of Graphic Arts Road in front of the school.
- **Crossing guards:** The middle school has a crossing guard at the crossing of Graphic Arts Road by Mt. Vernon Terrace. On the day of observations, the crossing guard was not wearing a high visibility vest.
- **Behaviors:** During dismissal, students exit the middle school building in all directions. Students accessing rides or buses and leaving the front of the school are picked up in the front driveway. Students are also picked up along 24th Avenue, and some walk a short distance from the school campus to be picked up, while a few were observed walking further into the neighborhoods to the north and east of the school. Some students who traveled north along Graphic Arts Road from the middle school were observed darting across Graphic Arts Road traffic, by the intersection with W 24th Avenue, to access the church parking lot where caregivers were waiting to pick them up. These students waited until they could find gaps in traffic to run across the road. A small number of caregivers were observed picking up students along the east side of Graphic Arts Road. When this occurs, drivers traveling north on Graphics Arts Road must pass these vehicles, which can present a multiple threat conflict for students crossing Graphic Arts Road at Mt. Vernon Terrace.



FIGURE 13: EMPORIA MIDDLE SCHOOL

Engineering Recommendations

Using information garnered from the site observation and public engagement, as well as knowledge of best practices, the project team developed the engineering recommendations for Emporia High School and Emporia Middle School detailed in **Figure 14**. More information about each proposed recommendation is found in **Table 2**.

All results, recommendations, concept drawings, and commentary contained herein are based on limited data and information and on existing conditions that are subject to change. Further analysis and engineering design are necessary prior to implementing any of the recommendations contained herein.



FIGURE 14: MAP OF EMPORIA HIGH SCHOOL & MIDDLE SCHOOL ENGINEERING RECOMMENDATIONS

TABLE 2: EMPORIA HIGH SCHOOL & MIDDLE SCHOOL ENGINEERING RECOMMENDATIONS

Map ID	Location	Issue	Recommendation	Lead Implementer(s)
1	24th Ave (Graphic Arts Rd to Brookfield Apartments)	School zone signage and marking incomplete, existing school zone speed limit signs have excess text and different hours for Wednesdays.	Develop broader school zone signage and marking plan, extend school zone east of W Ridge Dr to encompass that crossing since it is frequently used by students, consider school zone flashers to replace text below speed limit signs.	City of Emporia USD 253
		No sidewalk on north side of street, sidewalk on south side of street uplifted or cracked, street designed for higher speeds.	Install sidewalk on north side of street from Graphic Arts Rd to W Ridge Dr, install ADA compliant curb ramps and assess need for high-visibility crosswalks and stop bars as needed at intersecting streets to facilitate crossings and encourage motor vehicle yielding. Reconstruct or repair sidewalk panels on south side and plant trees in sidewalk buffer where there are no utility conflicts to help visually narrow the roadway. Stripe parking lane on south side between Graphic Arts Rd & W View Dr in curbside area created by new curb extensions at those crossings (see below).	City of Emporia
2	W 24th Ave & W Ridge Dr	Crosswalk markings faded, crossing lacks appropriate crossing signage, no yield bar at mid-block crossing and concern about drivers not yielding. Curb ramp(s) do not appear to be ADA compliant.	Remark existing crosswalk with high-visibility markings, mark new yield bar, and install advance yield or stop markings and "Yield/Stop Here to Pedestrians" sign 30-50 ft in advance of the crosswalk. Reconstruct or repair existing curb ramp(s). Install median crossing island with in-street pedestrian crossing sign or curb extensions, considering overall roadway width and the future recommended cross section for the roadway, which may include bike lanes. The intention of both treatments is to narrow travel lanes to encourage lower driver speeds and to narrow the crossing distance for students walking, biking, and rolling.	City of Emporia

Map ID	Location	Issue	Recommendation	Lead Implementer(s)
3	W 24th Ave & W View Terr	Crossing is unmarked and concern about drivers not yielding due to lack of appropriate crossing signage.	Install new high-visibility crosswalk on west, north, and south legs and install school crossing signs with downward pointing arrows. Study intersection for STOP control.	City of Emporia
		Parked cars on 24 th Ave obstruct sight lines between drivers and students who are crossing.	Install tapered curb extensions on north and south side of the west leg of the intersection to align with sidewalk on school campus. The taper would gradually shift traffic and could be paired with a parking lane on the south side of 24th Ave.	
		Curb ramp(s) does not appear to be ADA compliant, curb ramp(s) not aligned with crossing, and missing curb ramp.	Install ADA compliant curb ramps aligned with north-south & east-west crossings on all corners.	
4	Graphic Arts Rd & 24th Ave	Crossing is unmarked, lacks appropriate crossing signage, and pedestrians/bicyclists unable to find sufficient gaps in traffic.	Install new high-visibility crosswalks on south and east leg, mark new stop bar on east leg, and install pedestrian crossing signs with downward pointing arrows. Install median crossing island with in-street pedestrian crossing sign or curb extensions on Graphic Arts Rd, considering overall roadway width and the future recommended cross section for the roadway, which may include bike lanes. The intention of both treatments is to narrow travel lanes to encourage lower driver speeds and to narrow the crossing distance for students walking, biking, and rolling.	City of Emporia
		Missing curb ramps on all corners other than northwest corner of intersection. Concern about driver turning movements, driver speeds, and drivers not yielding.	Install new curb ramps and install tapered curb extension on south side of crossing of 24th Ave to shorten crossing distance and slow driver turns.	

Map ID	Location	Issue	Recommendation	Lead Implementer(s)
5	Graphic Arts Rd & Mt Vernon Terr	Parked cars obstruct sight lines during school pick up.	Relocate existing crosswalk from south side of Mt Vernon Terr to north side of the school driveway to align with existing sidewalk.	City of Emporia
		Crosswalk is narrow, markings faded, not high visibility, and crossing lacks appropriate crossing signage.	Remark crosswalk in new location with high-visibility markings, install advance pedestrian warning signs, and install rectangular rapid flashing beacon (RRFB).	
		Long crossing distance.	Install median crossing island with in-street pedestrian crossing sign or curb extensions, considering overall roadway width and the future recommended cross section for the roadway, which may include bike lanes. The intention of both treatments is to narrow travel lanes to encourage lower driver speeds and to narrow the crossing distance for students walking, biking, and rolling.	
		Curb ramp does not appear to be ADA compliant and not aligned with crossing.	Install new curb ramp on both sides of Graphic Arts Rd and install curb radius reduction (reconstruct corner on east side to reduce curb radius and include two separate ADA curb ramps aligned with the east-west and north-south crossing).	

Map ID	Location	Issue	Recommendation	Lead Implementer(s)
6	Graphic Arts Rd (W 24th Ave to W 18th Ave)	School zone signage and marking incomplete, existing school zone speed limit signs have excess text and different hours for Wednesdays.	Develop broader school zone signage and marking plan and consider school zone flashers to replace text below speed limit signs. Target signage and markings around each school, not along the entire length of this segment, to not dull driver attention to each school zone. Advance warning signage will be especially important in advance of the high school and middle school rectangular rapid flashing beacons (RRFBs).	City of Emporia USD 253
		No sidewalk on west side of roadway.	Install new sidewalk on the west side of the roadway, including ADA compliant curb ramps. Assess need for high-visibility crosswalks and stop bars as needed at intersecting streets to facilitate crossings and encourage motor vehicle yielding. There is sufficient right-of-way (ROW) to bump out curb and gutter to accommodate a sidewalk on the west side, rather than constructing it through homeowner property. On the east side of the street, install crossing improvements at intersecting streets, especially all of the school driveways. These driveways should include high visibility crosswalks, and long-term, driveway reconstruction should make the sidewalk level through these driveways to create an apron to reduce driver turning speeds and heighten awareness of pedestrians. Consider a splitter pedestrian refuge island at the middle school egress.	City of Emporia
		Street designed for higher speeds.	Consider a longer-term project to study Graphic Arts Rd for a road diet. Consider updating the cross-section of this segment of Graphic Arts Rd to be two 12' travel lanes, buffered 6' sidewalks, no center turn lane.	

Map ID	Location	Issue	Recommendation	Lead Implementer(s)
7	Graphic Arts Rd & 20th Ave	Crossing is unmarked and missing curb ramps.	Install new high-visibility crosswalk south of west 20th Ave and drainage inlet on east side of street. Install new curb ramps on east and west side of Graphic Arts Rd.	City of Emporia
		Crossing may be difficult for drivers to see or anticipate due to roadway curvature or visual obstructions – southbound drivers crest a hill just north of this crossing. Pedestrians/bicyclists unable to find sufficient gaps in traffic and concern about driver turning movements, driver speeds, and drivers not yielding.	Install an advance pedestrian warning sign and rectangular rapid flashing beacon (RRFB). Install median crossing island with in-street pedestrian crossing sign or curb extensions, considering overall roadway width and the future recommended cross section for the roadway, which may include bike lanes. The intention of both of these treatments is to narrow travel lanes to encourage lower driver speeds and to narrow the crossing distance for students walking, biking, and rolling.	
8	Pick-Up/Drop Off Lane (Graphic Arts Rd to West Side of School)	No sidewalk along east-west entrance to school.	Install new sidewalk on the north side of the pick-up/drop off lane where missing.	USD 253
9	Graphic Arts Rd & Pick-Up/Drop-Off Lane	Crossing is unmarked between curb ramps and lacks appropriate crossing signage (current STOP sign is short and faded). No stop bar at controlled crossing. Pedestrians/bicyclists unable to find sufficient gaps in traffic and concern about driver turning movements, driver speeds, and drivers not yielding.	Install new high-visibility crosswalk, replace STOP sign, and mark new stop bar.	City of Emporia USD 253
		Right in, right out – no left turns allowed, but drivers still turn left.	Install hardened center line on Graphic Arts Rd to physically prohibit left turns.	

Map ID	Location	Issue	Recommendation	Lead Implementer(s)
10	Front Entrance Route	At pedestrian crossing of pick-up/drop-off lane immediately in front of main entrance, there is no curb ramp on either side and crossing is unmarked (there are no marked crosswalks along the entire driveway, and this is where most students cross). Significant volumes of students weave through queues of traffic, cars observed queuing in the middle of this crossing.	Install raised crosswalk with high-visibility crosswalk markings and pedestrian crossing signs with downward pointing arrows.	USD 253
		The pedestrian crossing just south of this in the parking lot is missing a curb ramp on the north side and the curb ramp on the south side is not ADA accessible. Crosswalk markings faded and not high visibility (yellow transverse markings). There is a short STOP sign and no stop bar at this controlled crossing. Significant volumes of students weave through queues of traffic, cars observed queuing in the middle of the crossing.	Install raised crosswalk with high-visibility crosswalk markings and replace STOP sign with pedestrian crossing signs with downward pointing arrows.	
11	Graphic Arts Rd and W 18th Ave	Roundabout was installed recently but crosswalk markings seem to have been removed - there is slight indent in roadway in the shape of the paint.	Remark existing crosswalk on all intersection legs.	City of Emporia
12	W 18th Ave (Graphic Arts Rd to Curve)	No sidewalk on north side of W 18th Ave from roundabout to entrance to east parking lot.	Install new sidewalk and ADA compliant curb ramps. Assess need for high-visibility crosswalks and stop bars as needed at intersecting streets to facilitate crossings and encourage motor vehicle yielding.	City of Emporia
		School zone signage and marking incomplete.	Develop broader school zone signage and marking plan.	City of Emporia USD 253

Logan Avenue Elementary School

Observations and Walk Audits



FIGURE 15: LOGAN AVENUE ELEMENTARY SCHOOL ENTRANCE

- **Date/time of observation:** The project team observed arrival from 7:15 AM to 8:00 AM at Logan Avenue Elementary School on Thursday, April 11, 2024.
- **Main drop-off/pick-up locations:** Caregivers drop off and pick up students using the primary driveway in front of the school on East Street.
- **Crossing guards:** During arrival, a school staff member stands by the drop-off line at the crosswalk immediately in front of the main entrance. This greeter/crossing guard does not wear a high-visibility vest or use a STOP paddle, but he steps into the drop-off line to stop traffic and help students and families safely use the crosswalk. During dismissal, two other staff members, posted at Logan Avenue and East Street and East Street and Potwin Avenue, join this crossing guard.
- **Behaviors:** A bus picks up middle school students on Potwin Avenue prior to arrival at the elementary school. Twenty students walked south on East Street toward the school. Students who walk south on East Street walk all the way to the driveway crossing and cross using the crosswalk. Seven students walked east on Potwin Avenue. Three students walked west on Logan Avenue. A few students in each group boarded the middle school bus, while the rest carried on to the elementary school.
- Caregivers mainly drive southbound on East Street and drop students off using the drop-off lane or park on East Street and walk with students to the entrance. Drop-off appears orderly, and queues vary in length but do not overflow onto East Street. Following peak arrival, an additional bus delivered a student using the same pick-up/drop-off lane.



FIGURE 16: LOGAN AVENUE ELEMENTARY SCHOOL

Engineering Recommendations

Using information garnered from the site observation and public engagement, as well as knowledge of best practices, the project team developed the engineering recommendations for Logan Avenue Elementary School detailed in **Figure 17**. More information about each proposed recommendation is found in **Table 3**.

All results, recommendations, concept drawings, and commentary contained herein are based on limited data and information and on existing conditions that are subject to change. Further analysis and engineering design are necessary prior to implementing any of the recommendations contained herein.



FIGURE 17: MAP OF LOGAN AVENUE ELEMENTARY ENGINEERING RECOMMENDATIONS

TABLE 3: LOGAN AVENUE ELEMENTARY SCHOOL ENGINEERING RECOMMENDATIONS

Map ID	Location	Issue	Recommendation	Lead Implementer (s)
13	Kansas Ave & East St	Crossing is unmarked and no stop bar at controlled crossing.	Install new high-visibility crosswalk and mark new stop bar.	City of Emporia
		Curb ramp not aligned with crossing and uplifted sidewalk on southwest corner.	Reconstruct or repair existing curb ramp and level the sidewalk on the south side.	
14	S East St (E Kansas Ave to E Potwin Ave)	Sidewalk on west side of the street uplifted or cracked south of Kansas Ave and obstructed by vegetation. North of Kansas Ave, sidewalk on this side is too narrow (<4ft wide).	Reconstruct or repair sidewalk south of Kansas Ave. Longer term, improve sidewalks all the way north.	City of Emporia
		No sidewalk on east side of the street.	Install new sidewalk on east side of the street and ADA compliant curb ramps. Assess need for high-visibility crosswalks and stop bars as needed at intersecting streets to facilitate crossings and encourage motor vehicle yielding.	
15	S Sylvan St & E Potwin Ave	Crossing is unmarked on north leg, and existing crosswalk markings on west leg not high visibility.	Install new high-visibility crosswalk on north leg and remark existing crosswalk with high-visibility markings on west leg.	City of Emporia
		Concern about drivers not yielding - uncontrolled on all legs (no STOP signs).	Study intersection for STOP control. On north leg, mark new stop bar.	
16	Entrance to Drop Off Lane	Crossing is unmarked.	Install new high-visibility crosswalk. Consider a longer-term project to make sidewalk level through school driveways to create apron to prevent drivers from stopping in the crosswalk and heighten awareness of pedestrians.	USD 253

Map ID	Location	Issue	Recommendation	Lead Implementer (s)
17	E Logan Ave & Valley Dr	Crosswalk markings not high visibility. Long crossing distance, with 16'+ travel lanes.	Remark existing crosswalk with high-visibility markings. Install median crossing island with in-street pedestrian crossing sign or curb extensions, considering overall roadway width and the future recommended cross section for the roadway, which may include bike lanes. The intention of both treatments is to narrow travel lanes to encourage lower driver speeds and to narrow the crossing distance for students walking, biking, and rolling.	City of Emporia
		Crossing may be difficult for drivers to see or anticipate due to roadway curvature or visual obstructions - potential glare in morning and afternoon. Concern about driver turning movements, driver speeds, and drivers not yielding. Observed northbound driver turn left out of Valley Drive at high speed without stopping.	Install advance pedestrian warning sign, advance yield or stop markings, "Yield/Stop Here to Pedestrians" sign 30-50 ft in advance of the crosswalk, and rectangular rapid flashing beacon (RRFB).	
		Street designed for higher speeds, with 16'+ travel lanes.	Study for road diet: potential to narrow lanes on Logan Ave to create additional space for people walking, biking, and rolling.	

Riverside Elementary School

Observations and Walk Audits



FIGURE 18: RIVERSIDE ELEMENTARY SCHOOL ENTRANCE

- **Date/time of observation:** The project team observed arrival from 7:15 AM to 8:00 AM at Riverside Elementary School on Thursday, April 11, 2024.
- **Main drop-off/pick-up locations:** Most students were observed arriving to school in personal vehicles using the school's front driveway loop. Some students were dropped off in the west parking lot, walking through striped accessible parking spaces over to the school sidewalk and to the front door.
- **Crossing guards:** Crossing guards were not present during arrival observations.
- **Behaviors:** During observations, no students were seen walking, biking, or rolling to school. Caregivers dropped off students using the school's front pick-up/drop-off lane. Buses also use this driveway to drop off students with special needs. Some drivers were observed getting out of the pick-up/drop-off lane and driving along the east side to pass drivers waiting to drop off students. Drivers pulling away from the driveway after dropping off students were cautious of drivers trying to pull out in front of them at the same time. This presented an additional hazard to students who exited vehicles on the left side. After exiting the drop-off driveway at S West Street, some drivers were observed traveling north at high speeds.



FIGURE 19: RIVERSIDE ELEMENTARY SCHOOL

Engineering Recommendations

Using information garnered from the site observation and public engagement, as well as knowledge of best practices, the project team developed the engineering recommendations for Riverside Elementary School detailed in **Figure 20**. More information about each proposed recommendation is found in **Table 4**.

All results, recommendations, concept drawings, and commentary contained herein are based on limited data and information and on existing conditions that are subject to change. Further analysis and engineering design are necessary prior to implementing any of the recommendations contained herein.

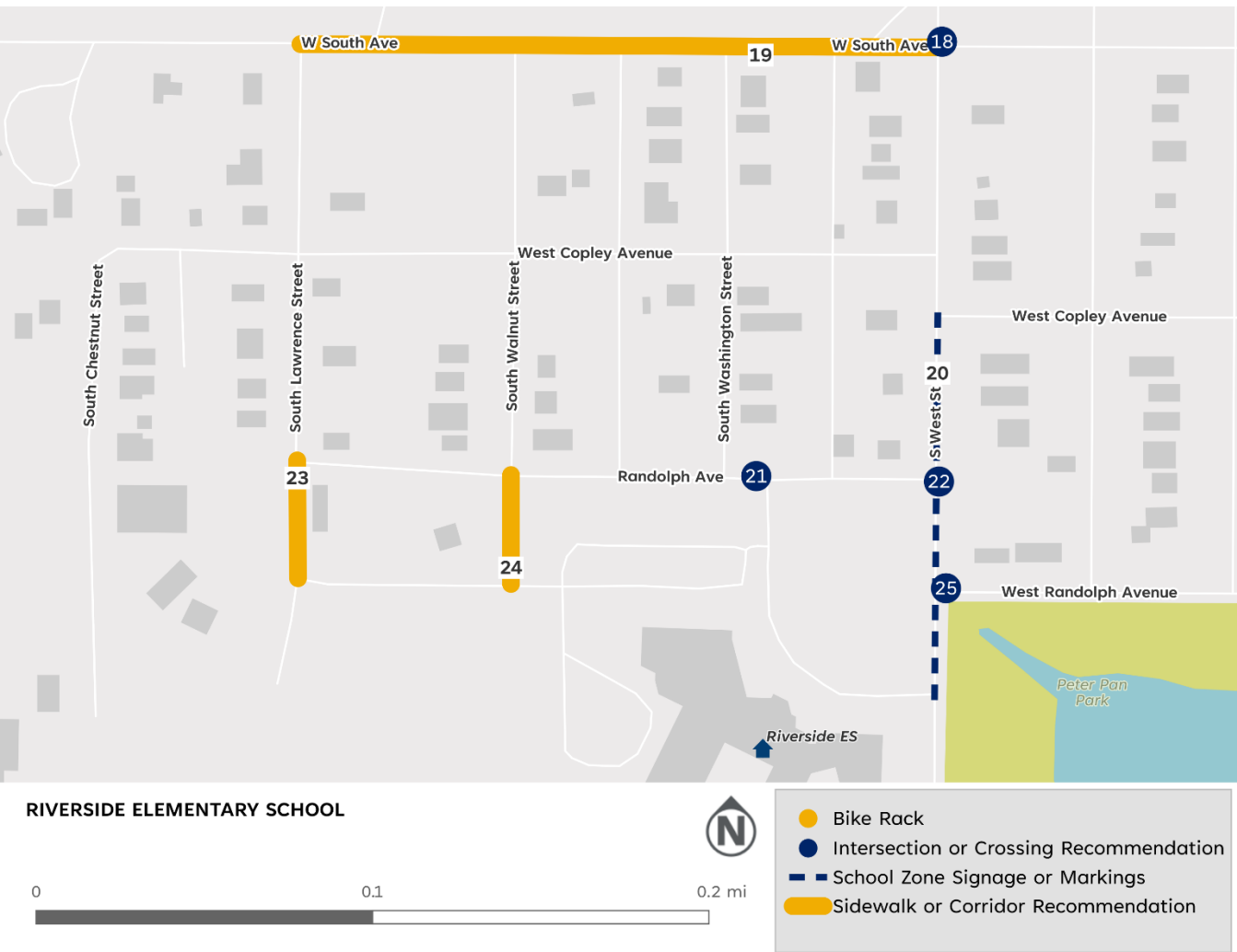


FIGURE 20: MAP OF RIVERSIDE ELEMENTARY ENGINEERING RECOMMENDATIONS

TABLE 4: RIVERSIDE ELEMENTARY SCHOOL ENGINEERING RECOMMENDATIONS

Map ID	Location	Issue	Recommendation	Lead Implementer(s)
18	West St & W South Ave	Crosswalk markings faded on west, north, and south legs. No visible centerline on South Ave – only pavement markings are sharrows. Poor pavement quality in the intersection including large pothole near southwest corner.	Remark existing crosswalk with high-visibility markings on west, north, and south legs. Stripe a double yellow centerline near crossing (consider opportunity to stripe following repaving).	City of Emporia
		Long crossing distance - South Ave is approximately 34' wide.	Install median crossing island with in-street pedestrian crossing sign or curb extensions, considering overall roadway width and the future recommended cross section for the roadway, which may include bike lanes. The intention of both treatments is to narrow travel lanes to encourage lower driver speeds and to narrow the crossing distance for students walking, biking, and rolling.	
		Curb ramp does not appear to be ADA compliant on south side of West St.	Reconstruct or repair existing curb ramp.	
		Concern about driver turning movements, driver speeds, and drivers not yielding.	Install advance yield or stop markings, "Yield/Stop Here to Pedestrians" sign 30-50 ft in advance of the crosswalk, and rectangular rapid flashing beacon (RRFB).	
19	South Ave (Lawrence St to West St)	Sidewalk on south side of South Ave too narrow (<4 ft wide) and uplifted or cracked. South Ave is posted 30 mph, but observed speeds felt faster.	Reconstruct, repair, and/or widen sidewalk on south side of South Ave.	City of Emporia
20	West St (Copley Ave to School Driveway Exit)	School zone signage and marking incomplete - no school zone signs for northbound traffic and only one school zone speed limit sign for southbound traffic.	Develop broader school zone signage and marking plan.	City of Emporia USD 253

Map ID	Location	Issue	Recommendation	Lead Implementer(s)
21	Randolph Ave & Washington St/School Driveway	Crosswalk markings faded and not high visibility across Randolph Ave and across school drop-off/pick-up driveway entrance.	Remark existing crosswalk with high-visibility markings across Randolph Ave and across school drop-off/pick-up driveway entrance.	USD 253
22	West St & Randolph Ave (North Side)	Crossing is unmarked across West St on south leg, crosswalk markings faded across Randolph Ave. Crossing missing curb ramps.	Remark existing crosswalk with high-visibility markings across Randolph Ave, install new high-visibility crosswalk and curb ramps across West St on south leg.	City of Emporia
23	Lawrence St (Rindom Rd to Randolph Ave)	No sidewalk on west side of street.	Install new sidewalk on west side of the street along St. Catherine property, including short gap around corner.	City of Emporia
24	Walnut St (Rindom Rd to Randolph Ave)	No sidewalk on east side of street.	Install new sidewalk on east side of the street on school property to connect existing sidewalks. Install ADA compliant curb ramps and assess need for high-visibility crosswalks and stop bars as needed at intersecting streets to facilitate crossings and encourage motor vehicle yielding.	USD 253
25	S West St & Randolph Ave	Crosswalk markings faded across W Randolph Ave.	Remark existing crosswalk with high-visibility markings across W Randolph Ave.	City of Emporia

Timmerman Elementary School

Observations and Walk Audits



FIGURE 21: TIMMERMAN ELEMENTARY SCHOOL ENTRANCE

- **Date/time of observation:** The project team observed arrival from 7:20 AM to 8:00 AM at Timmerman Elementary School on Wednesday, April 10, 2024.
- **Main drop-off/pick-up locations:** The rear drop-off/pick-up lane on the north side of the school is the designated driveway for caregivers during arrival and dismissal. The front drop-off/pick-up lane on Timmerman Drive is the designated for buses and students with disabilities. Most adults adhere to these procedures and use the rear driveway; however, some are opportunistic and use the front driveway and/or parking spots once buses have dropped off students. Some caregivers parked in the north parking lot and walked their students to the entrance. Some caregivers also park on the west side of Timmerman Drive and allow their students to exit vehicles from there. These students run through the grass in front of the school and through traffic in the drop-off lane. Caregivers adhere to the no parking restrictions on the east side of Timmerman Drive.
- **Crossing guards:** The school has a crossing guard at Timmerman Drive and 29th Terrace during afternoon dismissal.
- **Behaviors:** Southbound drivers turning right into the bus lane have poor visibility due to cars parked on the west side of Timmerman Drive, and several drivers were observed turning at high speeds without checking for students in the crosswalk. The rear drop-off line appeared orderly. Following peak arrival, queues exiting the rear drop-off lane contributed to heavy vehicle activity at Timmerman Drive and 29th Terrace. Several students walked to school from 29th Terrace and crossed Timmerman Drive using the crosswalk. Caregivers were observed accompanying their students on their walk to school and they expressed concerns about driver yielding at that intersection in the morning since there is no crossing guard. A student was observed sprinting across Timmerman Drive from the west side of the street directly in front of the school. About 10 students walked or biked from W Ridge Court and S Parkway Court.



FIGURE 22: TIMMERMAN ELEMENTARY SCHOOL

Engineering Recommendations

Using information garnered from the site observation and public engagement, as well as knowledge of best practices, the project team developed the engineering recommendations for Timmerman Elementary School detailed in **Figure 23**. More information about each proposed recommendation is found in **Table 5**.

All results, recommendations, concept drawings, and commentary contained herein are based on limited data and information and on existing conditions that are subject to change. Further analysis and engineering design are necessary prior to implementing any of the recommendations contained herein.



FIGURE 23: MAP OF TIMMERMAN ELEMENTARY ENGINEERING RECOMMENDATIONS

TABLE 5: TIMMERMAN ELEMENTARY SCHOOL ENGINEERING RECOMMENDATIONS

Map ID	Location	Issue	Recommendation	Lead Implementer(s)
26	29th Terr (Timmerman Dr to W Lake Dr)	No sidewalk on north side of block, but several students live there - observed student exit house and walk to school from north side of the street.	Install new sidewalk on north side - buffered if possible. Install ADA compliant curb ramps and assess need for high-visibility crosswalks and stop bars as needed at intersecting streets to facilitate crossings and encourage motor vehicle yielding.	City of Emporia
27	Timmerman Dr & 29th Terr	Crossing is unmarked on east, west, and north sides of intersection, crosswalk markings not high visibility on south side. There are three curb ramps which do not all appear to be ADA compliant and are not all aligned with crossing. Other curb ramps are missing.	Install new high-visibility crosswalk on east, west, and north sides of intersection, remark existing crosswalk with high-visibility markings on south side. Install new curb ramps and reconstruct or repair existing curb ramps so there are eight ADA compliant curb ramps aligned with all four crossings.	City of Emporia
		Crossing lacks appropriate crossing signage - there is one school crossing sign with downward pointing arrows on the southeast corner of the intersection (for northbound traffic). Pedestrians/bicyclists unable to find sufficient gaps in traffic when crossing guard not present and concern about drivers not yielding. No stop bar at controlled crossing on east and west approaches.	Mark new stop bar on east and west approaches. Study intersection for northbound/southbound STOP control. Install curb radius reduction to tighten intersection, slow turning speeds, and better align curb ramps with crosswalks.	

Map ID	Location	Issue	Recommendation	Lead Implementer(s)
28	Timmerman Dr & Front Drop-Off Lane Entrance	Crossing of driveway and of Timmerman Dr is unmarked. North-south curb ramps mostly aligned with crossing, but not ADA compliant and flares obstruct path of travel. Curb ramps missing for east-west crossing.	Install new high-visibility crosswalk at school driveway and crossing Timmerman Dr on the north side of the drop-off lane (aligning with the sidewalk). Reconstruct or repair existing curb ramp to have wider flares, install new curb ramps for east-west crossing.	USD 253
		For driveway crossing, concern about driver turning movements, driver speeds, and drivers not yielding turning right to enter bus lane. Parked cars on west side of the street obstruct sight lines for southbound drivers turning right into the bus lane. Pedestrians/bicyclists unable to find sufficient gaps in traffic to cross Timmerman Dr - observed student run across the street through traffic at Timmerman Ct. That crossing lacks appropriate crossing signage.	Restrict parking in advance of crosswalk by installing curb extensions on northwest corner to shorten crossing distance of Timmerman Dr, and slow turning speeds. Install school crossing signs with downward pointing arrows at crossing of Timmerman Dr.	City of Emporia
29	Timmerman Dr (29th Terr to S Parkway Ct)	No sidewalk on east side of street.	Install new sidewalk on east side of street. Install ADA compliant curb ramps and assess need for high-visibility crosswalks and stop bars as needed at intersecting streets to facilitate crossings and encourage motor vehicle yielding. Coordinate improvements with new crossings of Timmerman Dr.	City of Emporia
30	Timmerman Dr & Front Drop-Off Lane Exit	Crossing of driveway and of Timmerman Dr is unmarked. North-south curb ramps not aligned with crossing, not ADA compliant. Curb ramps missing for east-west crossing. Pedestrians/bicyclists unable to find sufficient gaps in traffic to cross Timmerman Dr - observed student run across the street through traffic at Timmerman Ct. That crossing lacks appropriate crossing signage.	Install new high-visibility crosswalk at school driveway and crossing Timmerman Dr on the south side of the drop-off lane (aligning with the sidewalk). Install new curb ramp on east side and two on southwest corner. Install school crossing signs with downward pointing arrows at crossing of Timmerman Dr.	City of Emporia USD 253

Map ID	Location	Issue	Recommendation	Lead Implementer(s)
31	Timmerman Dr & S Parkway Ct	Crosswalk markings not high visibility on north and east side of intersection. Curb ramps not aligned with crossing and do not appear to be ADA compliant - curb ramp on southeast corner has particularly poor surface with trip hazards.	Remark existing crosswalk with high-visibility markings. Reconstruct or repair existing curb ramp on southeast corner and install new curb ramp.	City of Emporia
		No stop bar at controlled crossing. Pedestrians/bicyclists unable to find sufficient gaps in traffic and concern about drivers not yielding.	Mark new stop bar and install advance pedestrian warning sign 200 ft south of crossing. Study intersection for STOP control north-south on Timmerman Dr.	
32	W Ridge Ct Converted Cul-de-sac (North Sidewalk to South Sidewalk)	No sidewalk on east side of former cul-de-sac. The city has received neighbor complaints about cut-through traffic on W Ridge Ct/Timmerman Dr.	Install new sidewalk and reconstruct street (straight sidewalk) or add traffic diversion island (curved sidewalk). There is a telephone pole and utility box, potentially fiber optics that would likely require the sidewalk go either on the interior of the current curved curb and gutter - or better - connect straight between north-south existing sidewalk.	City of Emporia
		School zone speed limit sign tilted and very difficult to see due to tree branches.	Repair or replace existing school speed limit sign - relocate to south side of roundabout to be more visible.	City of Emporia USD 253

Village Elementary School

Observations and Walk Audits



FIGURE 24: VILLAGE ELEMENTARY SCHOOL ENTRANCE

- **Date/time of observation:** The project team observed arrival from 7:15 AM to 8:00 AM at Village Elementary School on Wednesday, April 10, 2024.
- **Main drop-off/pick-up locations:** Students are dropped off primarily in the school's front driveway on W 15th Avenue. Caregivers also drop off students in the new adjacent parking lot to the east off Luther Street.
- **Crossing guards:** There is crossing guard located at the crosswalk on W 15th Avenue near Sean Street. The crossing guard was wearing a high-visibility vest, greets every student arriving to school, and helps manage traffic entering the school driveway from both directions. This crossing guard is responsible for manually turning on and turning off the flashing speed limit school zone assemblies located along W 15th Avenue.
- **Behaviors:** Several students were observed walking and riding their bikes, primarily west along W 15th Avenue to get to the school's front entrance. The buses and personal vehicles both use the main driveway to drop off students. Caregivers were observed parking along Sean Street and walking with their students to W 15th Avenue to cross at the crosswalk monitored by the crossing guard. All students enter through the school's main entrance.



FIGURE 25: VILLAGE ELEMENTARY SCHOOL (BOTTOM RIGHT PHOTO OF 15TH AVE & PRAIRIE ST COURTESY OF MEGAN O'BRIEN)

Engineering Recommendations

Using information garnered from the site observation and public engagement, as well as knowledge of best practices, the project team developed the engineering recommendations for Village Elementary School detailed in **Figure 26**. More information about each proposed recommendation is found in **Table 6**.

All results, recommendations, concept drawings, and commentary contained herein are based on limited data and information and on existing conditions that are subject to change. Further analysis and engineering design are necessary prior to implementing any of the recommendations contained herein.



FIGURE 26: MAP OF VILLAGE ELEMENTARY ENGINEERING RECOMMENDATIONS

TABLE 6: VILLAGE ELEMENTARY SCHOOL ENGINEERING RECOMMENDATIONS

Map ID	Location	Issue	Recommendation	Lead Implementer(s)
33	W 18th Ave & Prairie St	Crossing is unmarked across 18th Ave, no stop bar at controlled crossing.	Install new high-visibility crosswalk, mark new stop bar. There is no sidewalk on the east side of Prairie St, so not recommending a crosswalk across Prairie St at this time.	City of Emporia
34	Wheeler St (Village Ave to W 15th Ave)	School zone signage and marking incomplete or completely absent.	Develop broader school zone signage and marking plan.	City of Emporia USD 253
35	Luther St (Village Ave Alignment to W 15th Ave)	School zone signage and marking incomplete or completely absent.	Develop broader school zone signage and marking plan.	City of Emporia USD 253
36	W 15th Ave & Luther St	Crossing of W 15th Ave is unmarked and lacks appropriate crossing signage. Stop bar missing. Curb ramp(s) does not appear to be ADA compliant or missing.	Install new high-visibility crosswalk on all legs of intersection and install school crossing signs with downward pointing arrows across W 15th Ave. Mark new stop bars on Luther St. Reconstruct or repair existing curb ramp(s) and install new curb ramp(s).	City of Emporia

Map ID	Location	Issue	Recommendation	Lead Implementer(s)
37	W 15th Ave & Sean St	Crossing unmarked across school driveway.	Install new high-visibility crosswalk.	USD 253
		Crosswalk markings faded and not high visibility across W 15th Ave, crossing unmarked across Sean St. Existing W 15 th Ave crossing is skewed and has a long crossing distance. Curb ramps do not appear to be ADA compliant. There are no yield markings at the mid-block crossing and the crossing guard expressed concern about a multiple threat condition, where one driver stopping for a pedestrian blocks the view for other drivers who may try to go around.	Install new high-visibility crosswalk, realign crosswalk across W 15th Ave to align with sidewalk on school property and shorten crossing distance, and add yield markings. Reconstruct or repair existing curb ramps. Install median crossing island with in-street pedestrian crossing sign or curb extensions, considering overall roadway width and the future recommended cross section for the roadway, which may include bike lanes. The intention of both treatments is to narrow travel lanes to encourage drivers to slow down and to narrow the crossing distance for students walking, biking, and rolling.	City of Emporia
		Crossing may be difficult for drivers to see or anticipate due to roadway curvature or visual obstructions - poor visibility for westbound drivers due to hill on W 15 th Ave.	Install advance pedestrian warning sign and rectangular rapid flashing beacon (RRFB).	
38	W 15th Ave (Trail Ridge Rd to Thompson St)	School zone signage and marking incomplete with very old flashing assemblies.	Develop broader school zone signage and marking plan, repair or replace existing school speed limit sign.	City of Emporia USD 253
		Street designed for higher speeds.	Study for road diet with buffered bike facility from Industrial Rd to Chestnut St (street narrows east of Chestnut).	City of Emporia
39	W 15th Ave & Prairie St	Crossing is unmarked and no stop bar at controlled crossing. A local parent and her child who bikes to Village ES noted the lack of crosswalks at this location. Curb ramps on all four corners do not appear to be ADA compliant.	Install new high-visibility crosswalk and mark new stop bar. Widen crosswalk and/or assess curb ramp for improved alignment (reconstruct or repair existing curb ramp).	City of Emporia

Walnut Elementary School

Observations and Walk Audits



FIGURE 27: WALNUT ELEMENTARY SCHOOL ENTRANCE

- **Date/time of observation:** The project team observed dismissal from 2:45 PM to 3:45 PM at Walnut Elementary School on Wednesday, April 10, 2024.
- **Main drop-off/pick-up locations:** Grove Avenue is a narrow one-way street, so the school requests that caregivers park in the neighborhood around the school and walk to the school entrance to pick up their students. Most caregivers follow this dismissal procedure. Caregivers earliest to arrive may secure one of a few angled parking spaces available in front of the school. Staff walk students with disabilities to the bus loading zone on 9th Avenue to be picked up by a van to after-school programs.
- **Crossing guards:** School staff serve as crossing guards in four locations: 12th Avenue and Washington Street, Grove Avenue at the raised midblock crossing in front of the school, Grove Avenue and Walnut Street, and Grove Avenue and West Street.
- **Behaviors:** Caregivers walk to the school at 2:55 PM. Many gather on the grass, in the small parking lot on the northwest side (creating a potential conflict with exiting vehicles), and all around the front of the school. Students in grades K-1 exit the northwest doors just before 3:04 PM, and students in grades 2-5 exit the main entrance at 3:04 PM. Adults and students disperse in all directions toward parked vehicles and homes. More than a dozen students head north on Washington Street and cross 12th Avenue – 16 students crossed here, one biking. The crossing guard at this location frequently observes drivers exceeding the school zone speed limit and failing to yield at the rectangular rapid flashing beacon (he reported that some even try to sneak past him when he ushers students across). Other groups of students walk and bike east and west on Grove Avenue, crossing Walnut Street and West Street. The Grove Avenue and West Street crossing is primarily used by students accompanied by caregivers.



FIGURE 28: WALNUT ELEMENTARY SCHOOL

Engineering Recommendations

Using information garnered from the site observation and public engagement, as well as knowledge of best practices, the project team developed the engineering recommendations for Walnut Elementary School detailed in **Figure 29**. More information about each proposed recommendation is found in **Table 7**.

All results, recommendations, concept drawings, and commentary contained herein are based on limited data and information and on existing conditions that are subject to change. Further analysis and engineering design are necessary prior to implementing any of the recommendations contained herein.

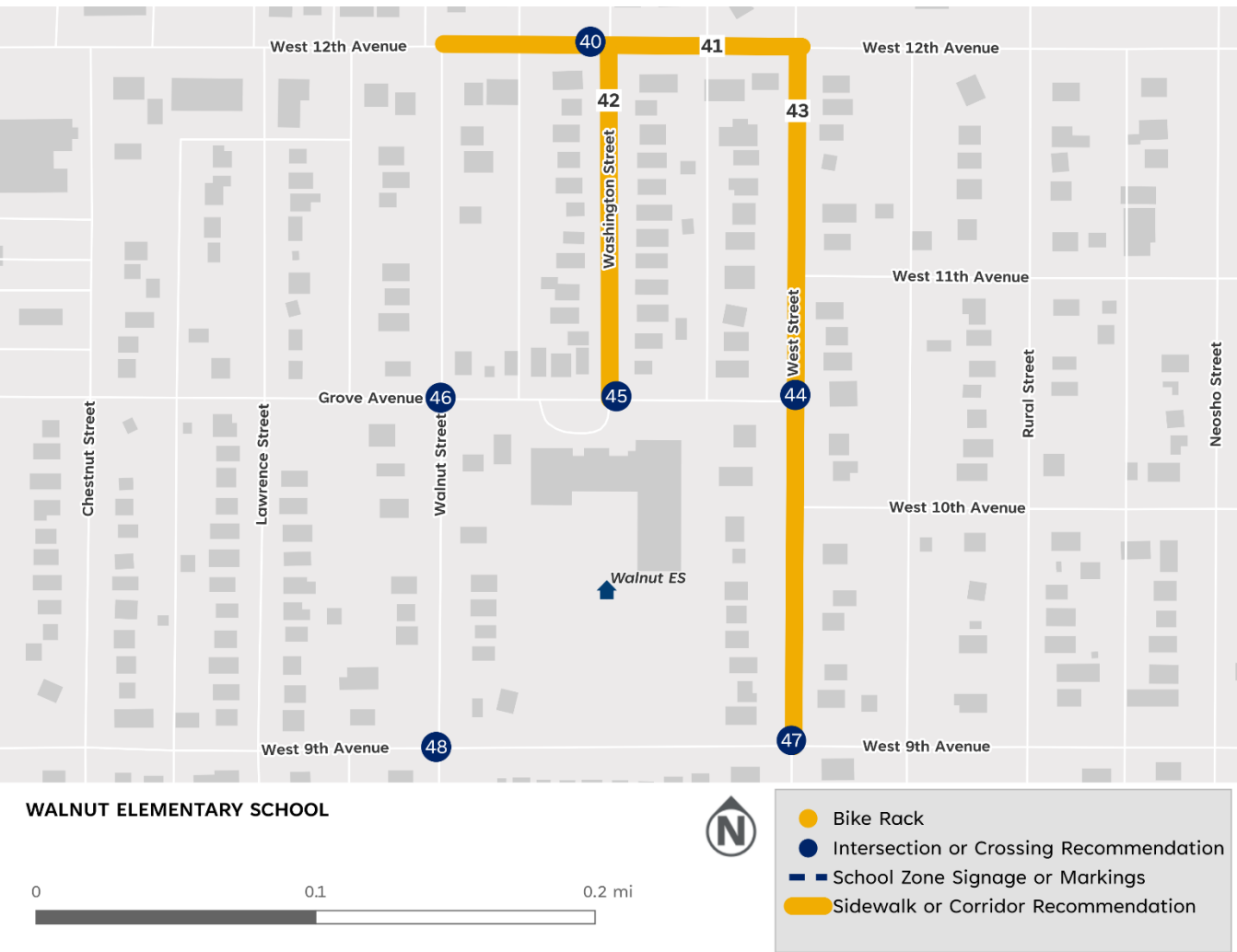


FIGURE 29: MAP OF WALNUT ELEMENTARY ENGINEERING RECOMMENDATIONS

TABLE 7: WALNUT ELEMENTARY SCHOOL ENGINEERING RECOMMENDATIONS

Map ID	Location	Issue	Recommendation	Lead Implementer(s)
40	W 12th Ave & Washington St	Crosswalk markings faded and long crossing distance. Multiple complaints about this crossing by caregivers & staff – many students cross here. Concern about driver turning movements, driver speeds, and drivers not yielding, especially when crossing guard absent.	Remark existing crosswalk. Install median crossing island with in-street pedestrian crossing sign or curb extensions, considering overall roadway width and the future recommended cross section for the roadway, which may include bike lanes. The intention of both treatments is to narrow travel lanes to encourage lower driver speeds and to narrow the crossing distance for students walking, biking, and rolling. On W 12 th Ave, a median crossing island is preferred as a refuge for the crossing guard and students.	City of Emporia
41	W 12th Ave (Walnut St to West St)	Sidewalk uplifted or cracked.	Repair or reconstruct sidewalk where possible, replace where not possible. Install ADA compliant curb ramps and assess need for high-visibility crosswalks and stop bars as needed at intersecting streets to facilitate crossings and encourage motor vehicle yielding.	City of Emporia
		Street designed for higher speeds and observed motor vehicle speeds appear to exceed speed limit.	Consider a longer-term project to study W 12 th Ave for a road diet.	
42	Washington St (W 12th Ave to Grove Ave)	Sidewalk uplifted or cracked.	Reconstruct or repair sidewalk.	City of Emporia
43	West St (W 12th Ave to W 9th Ave)	Sidewalk uplifted or cracked.	Repair or reconstruct sidewalk where possible, replace where not possible. Install ADA compliant curb ramps and assess need for high-visibility crosswalks and stop bars as needed at intersecting streets to facilitate crossings and encourage motor vehicle yielding.	City of Emporia

Map ID	Location	Issue	Recommendation	Lead Implementer(s)
44	West St & Grove Ave	Crossing is unmarked on west leg, crosswalk markings faded on south leg.	Install new high-visibility crosswalk on west leg, remark existing crosswalk on south leg.	City of Emporia
		Parked cars on east side of street obstruct driver sight lines to crossing students. Pedestrians/bicyclists unable to find sufficient gaps in traffic without crossing guard.	Install curb extension on southeast side of crossing of West St to restrict parking and improve sight lines (not north of the crosswalk to not block driveway).	
45	Grove Ave & Washington St	Crossing of north leg is unmarked.	Install new high-visibility crosswalk on north leg of Grove Ave and Washington St and clear west side curb ramp of debris.	City of Emporia
46	Grove Ave & Walnut St	Crossing is unmarked on east and west legs, crosswalk markings faded on north and south legs. Curb ramps do not appear to be ADA compliant. Pedestrians/bicyclists unable to find sufficient gaps in traffic. Concern about driver turning movements, driver speeds, and drivers not yielding.	Install new high-visibility crosswalk on east and west legs, remark existing crosswalk on north and south legs. Install school crossing signs with downward pointing arrows. Reconstruct or repair existing curb ramps. Bring corners back out to be flush with rest of curb and/or install curb extensions during same project.	City of Emporia
		No STOP control on any leg of the intersection.	Study intersection for STOP control.	
47	West St & W 9th Ave	Crossing is unmarked, crosswalk markings faded transverse/not high visibility on north side of intersection.	Remark existing crosswalk with high-visibility markings. Install new high-visibility crosswalk on all other legs, mark new stop bar on all legs.	City of Emporia
48	Walnut St & W 9th Ave	Crossing is unmarked on three sides, crosswalk markings faded transverse/not high visibility on east leg.	Remark existing crosswalk with high-visibility markings. Install new high-visibility crosswalk on all other legs, mark new stop bar on all legs.	City of Emporia
		Stop controlled north-south on Walnut St but not east-west on W 9th Ave. No stop bar at controlled crossing. Pedestrians/bicyclists unable to find sufficient gaps in traffic and concern about drivers not yielding.	Study intersection for STOP control east-west on W 9th Ave.	

William Allen White Elementary School

Observations and Walk Audits



FIGURE 30: WILLIAM ALLEN WHITE ELEMENTARY SCHOOL ENTRANCE

- **Date/time of observation:** The project team observed dismissal from 2:30 PM to 3:45 PM at William Allen White Elementary School on Wednesday, April 10, 2024. During observations, major construction was ongoing at the school blocking pedestrian access along E 10th Avenue and Cottonwood Street.
- **Main drop-off/pick-up locations:** Both caregivers and school buses primarily pick up students along Exchange Street in front of the school and formed a queue along Exchange Street. Caregivers will also pick up or meet their students along E 10th Avenue.
- **Crossing guards:** A crossing guard was stationed at the intersection of Exchange Street and E 9th Avenue during dismissal. They arrived shortly after dismissal had already begun. A few minutes after the first crossing guard arrived, a second crossing guard took their place at the intersection. These crossing guards both assisted with crossings and monitored the safety of students waiting for pick up on the school campus. These crossing guards transitioned between assisting students crossing south across E 9th Avenue and students crossing west across Exchange Street. Neither crossing guard was wearing a high visibility vest.
- **Behaviors:** Caregivers that did not pick up their students in front of the school along Exchange Street parked along the nearby side streets – both legs of E 9th Avenue, and the southern leg of Exchange Street. They walked up to the school to pick up students and walk them back to their vehicles, assisted by the crossing guard. During dismissal, vehicles generally treated the intersection of Exchange Street and E 9th Avenue as an all-way stop, although it is only stop controlled along E 9th Avenue. Similar patterns were observed on the north side of the school along E 10th Avenue, though there were no crossing guards or school staff stationed there.



FIGURE 31: WILLIAM ALLEN WHITE ELEMENTARY SCHOOL

Engineering Recommendations

Using information garnered from the site observation and public engagement, as well as knowledge of best practices, the project team developed the engineering recommendations for William Allen White Elementary School detailed in **Figure 32**. More information about each proposed recommendation is found in **Table 8**.

All results, recommendations, concept drawings, and commentary contained herein are based on limited data and information and on existing conditions that are subject to change. Further analysis and engineering design are necessary prior to implementing any of the recommendations contained herein.



FIGURE 32: MAP OF WILLIAM ALLEN WHITE ELEMENTARY ENGINEERING RECOMMENDATIONS

TABLE 8: WILLIAM ALLEN WHITE ELEMENTARY SCHOOL ENGINEERING RECOMMENDATIONS

Map ID	Location	Issue	Recommendation	Lead Implementer(s)
49	E 12th Ave & Exchange St	Crossing is unmarked and no stop bar at controlled crossing.	Install new high-visibility crosswalk on north and east sides of Exchange St, mark new stop bar.	City of Emporia
50	E 10th Ave & Exchange St	Crossing is unmarked on north, east, and west legs of intersection, crosswalk markings faded on south leg.	Install new high-visibility crosswalk on north, east, and west legs of intersection, remark existing crosswalk on south leg.	City of Emporia
		Curb ramp does not appear to be ADA compliant on north crossing of Exchange St and at northwest side of E 10th Ave crossing.	Reconstruct or repair existing curb ramp on north crossing of Exchange St and at northwest side of E 10th Ave crossing.	
		Concern about drivers not yielding - existing STOP control on E 10th Ave only.	Study intersection for all-way STOP control.	
51	10th Ave (Alley to Cottonwood St)	No sidewalk on north side of 10th Ave - evident worn path where pedestrians are missing sidewalk for 0.5 block.	Install new sidewalk on north side of 10th Ave.	City of Emporia
52	Exchange St (E 11th Ave to E 8th Ave)	School zone signage and marking incomplete or completely absent.	Develop broader school zone signage and marking plan from midblock between E 8th Ave & E 9th Ave to midblock between E 10th Ave & E 11th Ave.	City of Emporia USD 253
53	Cottonwood St (Midblock Between 8th Ave & 9th Ave to Midblock between 10th Ave & 11th Ave)	School zone signage and marking incomplete or completely absent.	Develop broader school zone signage and marking plan.	City of Emporia USD 253

Map ID	Location	Issue	Recommendation	Lead Implementer(s)
54	E 9th Ave & Cottonwood St	Crossing is unmarked on east leg, crosswalk markings faded on north, west, and south legs. Curb ramp does not appear to be ADA compliant on east and south legs.	Install new high-visibility crosswalk on east leg, remark existing crosswalk on north, west, and south legs. Reconstruct or repair existing curb ramps on east and south legs.	City of Emporia
		Existing stop control on Cottonwood St only and concern about drivers not yielding.	Study intersection for all-way STOP control.	
55	E 9th Ave & Exchange St	Crossing is unmarked on south and west legs, crosswalk markings faded on north and east legs. Curb ramps do not appear to be ADA compliant.	Install new high-visibility crosswalk on south and west legs, remark existing crosswalk on north and east legs. Reconstruct or repair existing curb ramps along south side of intersection, both sides of Exchange St.	City of Emporia
		Existing stop control on E 9 th Ave only and concern about drivers not yielding.	Study intersection for all-way STOP control, mark new stop bars.	
56	E 9th Ave (Cottonwood St to Sylvan St)	No sidewalk on south side of E 9th Ave for 0.5 block.	Install new sidewalk on south side of E 9th Ave.	City of Emporia
57	Exchange St & E 6th Ave	Sidewalk crosses wide driveways and difficult to distinguish.	Short term: paint edge lines on sidewalk through driveway.	City of Emporia
		Long crossing distance, concern about multiple threat condition, pedestrians/bicyclists unable to find sufficient gaps in traffic, concern about driver turning movements, driver speeds, and drivers not yielding.	Long term: consolidate driveways (access control) and study crossing for pedestrian hybrid beacon (PHB) or full signal based on warrants.	KDOT

Chapter 4: Education, Encouragement, and Enforcement Recommendations

The education, encouragement, and enforcement recommendations in this chapter build upon and compliment the engineering recommendations in this plan. These programmatic recommendations help promote walking, biking, and rolling as fun, healthy, and safe ways to get around.

More resources to support SRTS programming can be found at:

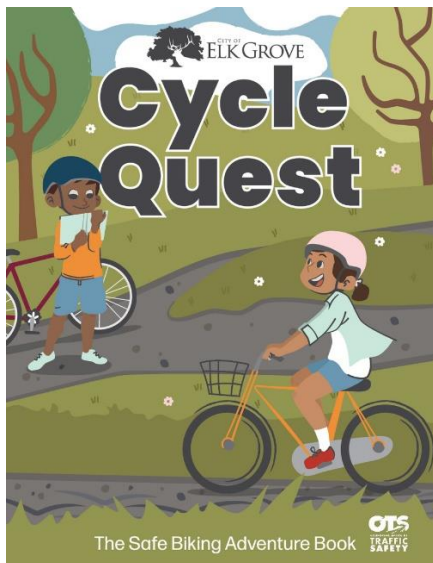
- Kansas Safe Routes to School: <https://saferoutes.ksdot.gov/resources-and-education>
- Safe Kids Kansas: https://www.safekidskansas.org/bike_safety.htm
- Safe Routes Partnership: www.saferoutespartnership.org/
- National Center for Safe Routes to School: www.saferoutesinfo.org/

Education Recommendations

SRTS education can foster student's life-long skills for safe walking, biking, and rolling. Education messages directed at the broader school community can help adults be safety role models and encourage safe driving.

TABLE 9: EDUCATION RECOMMENDATIONS

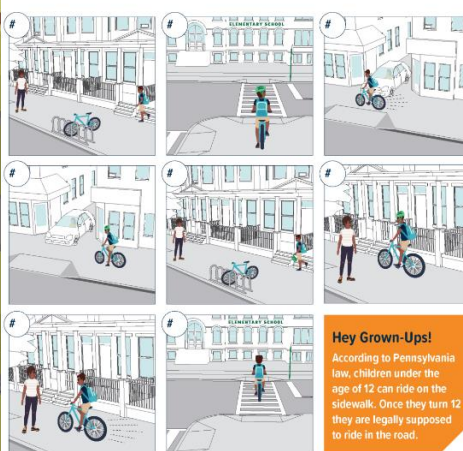
Recommendation	Description	Lead Implementer(s)
Provide pedestrian and bicycle safety education to students	Students should receive age-appropriate pedestrian and bicycle education that is regularly reinforced (e.g., annually) and provides opportunities for skills practice. School-based education works best when integrated into the PE or Health curriculum.	USD 253 School
Conduct a bicycle rodeo	Bike rodeos teach children skills related to walking, biking, and rolling safely, which can increase both student and caregiver's confidence for walking, biking, and rolling to school.	USD 253 School Emporia Police Department Emporia Recreation Center
Conduct parent and staff safety education campaign	Prepare and distribute information packets for parents, caregivers, and school staff at the beginning of the school year containing school arrival and dismissal maps, a written description of the rules and procedures for arrival and dismissal, and general safety information. Procedures should emphasize driving safely, being alert for pedestrians and bicyclists, and respecting the school crossing guard(s).	USD 253 School
Provide walking, biking, and rolling maps	Walking, biking, and rolling route maps can show the location of pedestrian and bicycle infrastructure and estimated walk/bike/roll times.	USD 253 School
Provide Travel Training for middle and high school students	Provide a multimodal-specific curriculum for middle and high school students with material on safe walking, biking, rolling, driving, and transit behaviors.	USD 253 School



Walking and Biking on the Sidewalk

Alex bikes to school every morning. Sometimes Alex remembers to bike responsibly and safely. Sometimes they don't.

The images below show Alex's trip to school. Put an X through the images that aren't safe, and circle the ones that are. After you circle the images that are safe, number them 1-4 to tell the story of Alex's trip to school.



Hey Grown-Ups!

According to Pennsylvania law, children under the age of 12 can ride on the sidewalk. Once they turn 12 they are legally supposed to ride in the road.



FIGURE 33: BICYCLE SAFETY PROGRAMMING & MATERIALS

Encouragement Recommendations

SRTS encouragement programs can establish a culture supportive of active transportation and foster life-long habits for active transportation.

TABLE 10: ENCOURAGEMENT RECOMMENDATIONS

Recommendation	Description	Lead Implementer(s)
Install high-quality bike parking	Install bike racks where missing and replace substandard bike racks over time. Refer to the Association of Pedestrian and Bicycle Professionals (APBP) resource, Essentials of Bike Parking , which outlines design and installation guidelines for bike parking.	USD 253 School
Participate in Walk to School Day and Bike to School Day	Walk and Bike to School Days encourage students and their families to try walking, biking, and rolling in a supportive environment. Consider incorporating competitions between schools in the same area or district wide. Once established, they can lead to monthly walking, biking, and rolling events to maintain momentum and enthusiasm.	USD 253 School Emporia Police Department
Encourage and support walking school buses and bike trains	Walking school buses and bike trains are groups of students who walk, bike, or roll to school together with adult supervision. Organize adult volunteers to “pick up” students on their walk, bike, or roll to and from school.	USD 253 School Caregivers
Establish a frequent walker/bicyclist program	Frequent walker and bicyclist programs provide small rewards or incentives to students who regularly walk, bike, and roll to school. Frequent walker and biker programs require a system for tracking student trips. For example, students can be assigned a punch card that volunteers or teachers can punch each time a trip is completed.	USD 253 School
Give away bicycle helmets, lights, and locks	Schools can partner with other community organizations to acquire and fit the helmets for students who do not have them. Coordinate helmet, light, and lock giveaways with bike and helmet safety education and skills practice.	USD 253 School Emporia Community Foundation
Share success stories	Improve awareness of SRTS efforts and build excitement by sharing success stories via local and social media.	City of Emporia USD 253 School



FIGURE 34: BIKE TRAIN

Enforcement Recommendations

SRTS enforcement efforts aim to increase the safety of students walking, biking, and rolling to school by helping to change unsafe behaviors of all roadway users (drivers, pedestrians, bicyclists). While SRTS enforcement strategies may include law enforcement, it is important to discuss enforcement strategies with the school community and be sensitive to any concerns regarding the role of law enforcement.

TABLE 11: ENFORCEMENT RECOMMENDATIONS

Recommendation	Description	Lead Implementer(s)
Establish school drop-off and pick-up monitors	This will reinforce school procedures on and around the school campus.	School
Establish student safety patrols	Student safety patrols would provide ongoing reinforcement of safe pedestrian and bicyclist behavior. Resources are available through AAA School Safety Patrol .	USD 253 School
Support crossing guards	Establish robust training and procedures for crossing guards to ensure adequate staffing. Find more information in these Adult Crossing Guard Guidelines .	USD 253 School
Partner with local law enforcement	Include law enforcement representatives on advisory committees to help with education and purposeful speed enforcement in school zones.	USD 253 School Emporia Police Department



FIGURE 35: CROSSING GUARD AT WALNUT ELEMENTARY SCHOOL

Chapter 5: Implementation

It will take time and the combined efforts of individuals, local and regional entities, KDOT, and other partners to implement the recommendations in this plan. Staff within the City of Emporia Engineering Department will serve as the primary implementor of the plan and will be responsible for initiating key actions with partners to ensure the success of this SRTS Plan. The immediate steps that should be taken by the City of Emporia Engineering Department to begin the process of implementation include the following:

- **Adopt** - Work with City Commission and USD 253 to formally adopt the SRTS Plan.
 - Many KDOT funding programs are more likely to award funding for projects that are part of an adopted plan.
- **Assess** - Identify three to five priority recommendations to work towards over the next year.
 - Work with the SRTS Advisory Committee or other groups to assign lead roles and set up regular check-ins to evaluate progress.
 - Incorporate the priority recommendations into internal work plans for the city and school district.
- **Apply** - If applicable, apply for funding to implement the plan.



FIGURE 36: COMMERCIAL STREET IN EMPORIA

KDOT Funding Opportunities

The table below lists funding opportunities administered by KDOT that can be used to implement SRTS projects. More information about these funding opportunities can be found on [KDOT's website](#) or by contacting the KDOT Safe Routes to School Coordinator.

TABLE 12: KDOT FUNDING OPPORTUNITIES

Funding Source	Description	Timeline
Transportation Alternatives (TA) - Construction	TA Construction funds can be used for surface transportation projects and programs defined as transportation alternatives, such as on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, community improvement activities, and environmental mitigation.	Call for projects typically held every two years, on even years.
Transportation Alternatives (TA) - Non-Construction	TA Non-Construction funds can be used to develop a SRTS Plan or to plan and fund education, encouragement, equity, engagement, enforcement, and evaluation activities.	Call for projects typically held every two years, on even years.
Traffic Engineering Assistance Program (TEAP)	The Traffic Engineering Assistance Program (TEAP) provides traffic analysis services for roadways outside of the KDOT management system at no cost to the community. Local jurisdictions apply for funds by describing their potential issues. If the application is selected, a consultant reviews the location, analyzes the data, and develops feasible recommendations for the local jurisdiction to implement.	Applications accepted year-round.
KDOT's Cost Share Program	The KDOT Cost Share Program is a flexible funding program for transportation projects that improve safety, support job retention and growth, improve access or mobility, relieve congestion, and help areas across the state improve the transportation system. There is a 15% local cash match requirement.	Call for projects in spring and fall.
Recreational Trails Program (RTP)	The Recreational Trails Program (RTP) provides funds to states for developing and maintaining recreational trails and trail-related facilities for motorized and nonmotorized recreational trail uses. Though this SRTS planning effort did not result in any trail recommendations, there may be trail projects that inadvertently improve or create safe routes for students getting to and from school.	Call for projects typically held every fall.
Highway Safety Improvement Program Funds (HSIP)	Highway Safety Improvement Program (HSIP) is a federal aid program with the purpose of achieving a significant reduction in fatal and serious injury crashes on all public roads. The Kansas Vulnerable Road User Safety Assessment (VRUSA) was published in 2023, and includes recommendations and the identification of high risk and high injury networks. In response, the Bureau of Transportation Safety committed HSIP funds to support pedestrian and bicycle projects that include countermeasures identified in the VRUSA.	Call for projects typically held every two years, on even years.

State of Kansas Health Funding Opportunities

KDHE Chronic Disease Risk Reduction (CDRR) Community Grant Program provides funding, training, and technical assistance to communities to address chronic disease risk reduction through evidence-based strategies that impact tobacco use, physical activity, and nutrition. The *Increase Physical Activity* strategy is especially relevant to SRTS because funds can be used to improve community infrastructure and opportunities for physical activity. Applications are due in the spring.

More information is available on the [KDHE Division of Public Health's website](#).

Blue Cross Blue Shield Pathways Program provides community coalitions with tools and resources that they need to engage their communities and remove barriers to healthy living. The Pathways program is designed to support increasing physical activity, healthy eating, and avoiding tobacco use. Blue Cross provides communities with technical assistance for planning, evaluation, communications, and measurement.

More information can be found on the [Blue Cross Blue Shield Pathways website](#).

Sunflower Foundation partners with communities, schools, and nonprofits across Kansas to ensure that all Kansans have access to trails and can enjoy the many benefits that come with connecting to nature. The foundation has supported over 200 trail projects through community-based trail builder grants, the Trail-in-a-Box community volunteer program, and other regional trail planning initiatives.

More information can be found on the [Sunflower Foundation's website](#).

Other Funding Opportunities & Resources

Beyond the state level, there are many other organizations that provide funding for projects or activities that improve walking, biking, and rolling. Below are a few links to start with:

- [AARP Community Challenge](#) – AARP provides small grants to fund “quick-action” projects that make a community more livable for people of all ages and abilities.
- [Flint Hills MPO Demonstration Projects Guide](#) – This webpage has a demonstration project Look Book, a photo gallery of example projects, and a how-to guide.
- [Kansas Active Transportation Resources](#) – This KDOT webpage provides a comprehensive list of active transportation resources, including planning and design guidance, engagement and education resources, and performance measures among other topics.
- [People for Bikes](#) – In addition to information on the PeopleForBikes Industry Community Grant Program, this webpage suggests several other funding sources to consider for engineering, education, and encouragement projects.

Title: Stormwater Utility
Agenda Date: August 21, 2024
Presented By: James Ubert, City Engineer

Background

The City of Emporia has needed stormwater projects that don't have a dedicated revenue stream for funding. The Engineering Department along with our GIS staff have compiled a list of Cities of the First Class and what their Stormwater Fee is for comparison as a potential way to pay for stormwater improvements projects.

Discussion

Answer any questions from the City Commission and City Manager's Office.

Financial Considerations

A potential revenue stream to fund needed stormwater improvement projects based upon a stormwater utility fee (Equivalent Residential Unit based) that is utilized by 23 of 26 Cities of the First Class in Kansas.

Attachments

Utility rates and stormwater fees at comparable cities in Kansas.
Impervious area of sample properties sheet for establishing an Equivalent Residential Unit (ERU).
List of stormwater projects and map.

	Emporia cost per ERU	Emporia cost per ERU	Emporia cost per ERU	Dodge City cost per ERU	Hays cost per ERU	Hutchinson cost per ERU	Lawrence cost per ERU	McPherson cost per ERU	Manhattan cost per ERU	Prairie Village per SqFt per year
Property	\$1 ERU	\$2 ERU	\$3 ERU	\$1.56	\$3.62	\$4.75	\$7.94	\$9.00	\$10.75	\$0.04
Single Family Dwelling	\$1.00	\$2.00	\$3.00	\$1.56	\$3.62	\$4.75	\$7.94	\$9.00	\$10.75	\$11.67
Commercial Street Diner	\$1.00	\$2.00	\$3.00	\$1.56	\$3.62	\$4.75	\$7.94	\$9.00	\$10.75	\$11.67
Casa Ramos	\$1.86	\$3.72	\$5.58	\$2.90	\$6.73	\$8.84	\$14.77	\$16.74	\$20.00	\$21.70
St. Andrew's Episcopal Church	\$5.20	\$10.40	\$15.60	\$8.11	\$18.82	\$24.70	\$41.29	\$87.05	\$55.90	\$60.67
Emporia Christian School	\$5.63	\$11.26	\$16.89	\$8.78	\$20.38	\$26.74	\$44.70	\$50.67	\$60.52	\$65.68
Emporia Presbyterian Church	\$6.77	\$13.54	\$20.31	\$10.56	\$24.51	\$32.16	\$53.75	\$60.93	\$72.78	\$78.98
Didde Catholic Campus Cente	\$9.13	\$18.26	\$27.39	\$14.24	\$33.05	\$43.37	\$72.49	\$82.17	\$98.15	\$106.52
Bethel Baptist Church	\$10.36	\$20.72	\$31.08	\$16.16	\$37.50	\$49.21	\$82.26	\$93.24	\$111.37	\$120.87
Maynard	\$11.47	\$22.94	\$34.41	\$17.89	\$41.52	\$54.48	\$91.07	\$103.23	\$123.30	\$133.82
Mary Herbert	\$15.44	\$30.88	\$46.32	\$24.09	\$55.89	\$73.34	\$122.59	\$138.96	\$165.98	\$180.13
First Christian Church	\$17.04	\$34.08	\$51.12	\$26.58	\$61.68	\$80.94	\$135.30	\$153.36	\$183.18	\$198.80
William Allen White Elementary	\$17.34	\$34.68	\$52.02	\$27.05	\$62.77	\$82.37	\$137.68	\$156.06	\$186.41	\$202.30
Mark II Lumber	\$21.31	\$42.62	\$63.93	\$33.24	\$77.14	\$101.22	\$169.20	\$191.79	\$229.08	\$248.62
Lyon County Courthouse/Jail	\$23.04	\$46.08	\$69.12	\$35.94	\$83.40	\$109.44	\$182.94	\$207.36	\$247.68	\$268.80
Walnut Elementary	\$24.07	\$48.14	\$72.21	\$37.55	\$87.13	\$114.33	\$191.12	\$216.63	\$258.75	\$280.82
Logan Elementary	\$26.09	\$52.18	\$78.27	\$40.70	\$94.45	\$123.93	\$207.15	\$234.81	\$280.47	\$304.38
Sacred Heart Church/School	\$35.31	\$70.62	\$105.93	\$55.08	\$127.82	\$167.72	\$280.36	\$317.79	\$379.58	\$411.95
Village Elementary	\$35.98	\$71.96	\$107.94	\$56.13	\$130.25	\$170.91	\$285.68	\$323.82	\$386.79	\$419.77
Water Plant - City	\$45.00	\$90.00	\$135.00	\$70.20	\$162.90	\$213.75	\$357.30	\$405.00	\$483.75	\$525.00
Riverside Elementary	\$49.23	\$98.46	\$147.69	\$76.80	\$178.21	\$233.84	\$390.89	\$443.07	\$529.22	\$574.35
Maynard	\$53.46	\$106.92	\$160.38	\$83.40	\$193.53	\$253.94	\$424.47	\$481.14	\$574.70	\$623.70
Chapel Ridge Apts.	\$58.62	\$117.24	\$175.86	\$91.45	\$212.20	\$278.45	\$465.44	\$527.58	\$630.17	\$683.90
Public Works - City	\$63.00	\$126.00	\$189.00	\$98.28	\$228.06	\$299.25	\$500.22	\$567.00	\$677.25	\$735.00
Lyon County Fairgrounds	\$67.38	\$134.76	\$202.14	\$105.11	\$243.92	\$320.06	\$535.00	\$606.42	\$724.34	\$786.10
Four Seasons Apts.	\$77.97	\$155.94	\$233.91	\$121.63	\$282.25	\$370.36	\$619.08	\$701.73	\$838.18	\$909.65
Flint Hills Tech	\$86.21	\$172.42	\$258.63	\$134.49	\$312.08	\$409.50	\$684.51	\$775.89	\$926.76	\$1,005.78
Emporia Middle School	\$108.49	\$216.98	\$325.47	\$169.24	\$392.73	\$515.33	\$861.41	\$976.41	\$1,166.27	\$1,265.72
Newman Regional	\$172.71	\$345.42	\$518.13	\$269.43	\$625.21	\$820.37	\$1,371.32	\$1,554.39	\$1,856.63	\$2,014.95
Pavilions	\$175.73	\$351.46	\$527.19	\$274.14	\$636.14	\$834.72	\$1,395.30	\$1,581.57	\$1,889.10	\$2,050.18
Walmart	\$184.92	\$369.84	\$554.76	\$288.48	\$669.41	\$878.37	\$1,468.26	\$1,664.28	\$1,987.89	\$2,157.40
Hostess	\$224.41	\$448.82	\$673.23	\$350.08	\$812.36	\$1,065.95	\$1,781.82	\$2,019.69	\$2,412.41	\$2,618.12
Flint Hills Mall	\$282.77	\$565.54	\$848.31	\$441.12	\$1,023.63	\$1,343.16	\$2,245.19	\$2,544.93	\$3,039.78	\$3,298.98
Emporia High School	\$288.32	\$576.64	\$864.96	\$449.78	\$1,043.72	\$1,369.52	\$2,289.26	\$2,594.88	\$3,099.44	\$3,363.73
Hills	\$355.06	\$710.12	\$1,065.18	\$553.89	\$1,285.32	\$1,686.54	\$2,819.18	\$3,195.54	\$3,816.90	\$4,142.37
Simmons (All Bldgs.)	\$433.89	\$867.78	\$1,301.67	\$676.87	\$1,570.68	\$2,060.98	\$3,445.09	\$3,905.01	\$4,664.32	\$5,062.05
Tyson	\$447.31	\$894.62	\$1,341.93	\$697.80	\$1,619.26	\$2,124.72	\$3,551.64	\$4,025.79	\$4,808.58	\$5,218.62
ESU	\$715.11	\$1,430.22	\$2,145.33	\$1,115.57	\$2,588.70	\$3,396.77	\$5,677.97	\$6,435.99	\$7,687.43	\$8,342.95

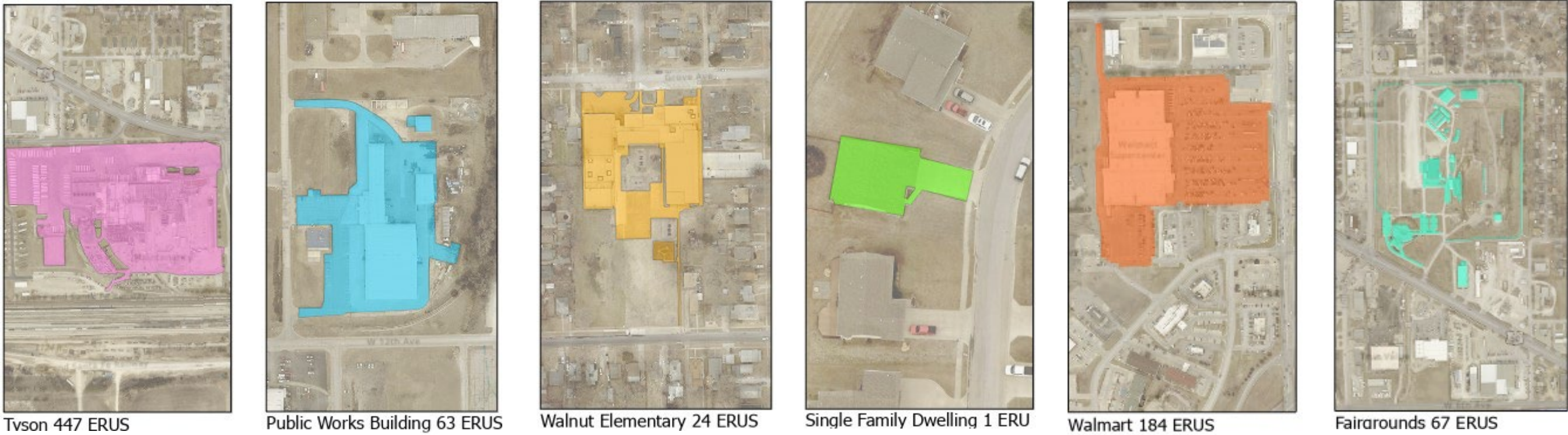
ERU-Based Fee Structure:

This method calculates the fee based on the average impermeable surface area for a single-family residence, which then sets the proportional fee for non-residential properties according to their impermeable surface area.

Example:

- Average residential impermeable surface area is 3,500 SF (1 ERU = 3,500 SF).
- A non-residential property with 14,000 SF of impermeable surface would incur a fee four times that of a residential property, equating to 4 ERUs.

Example Properties:



Estimated Revenue Collection (Assuming ERU Fee = \$1):

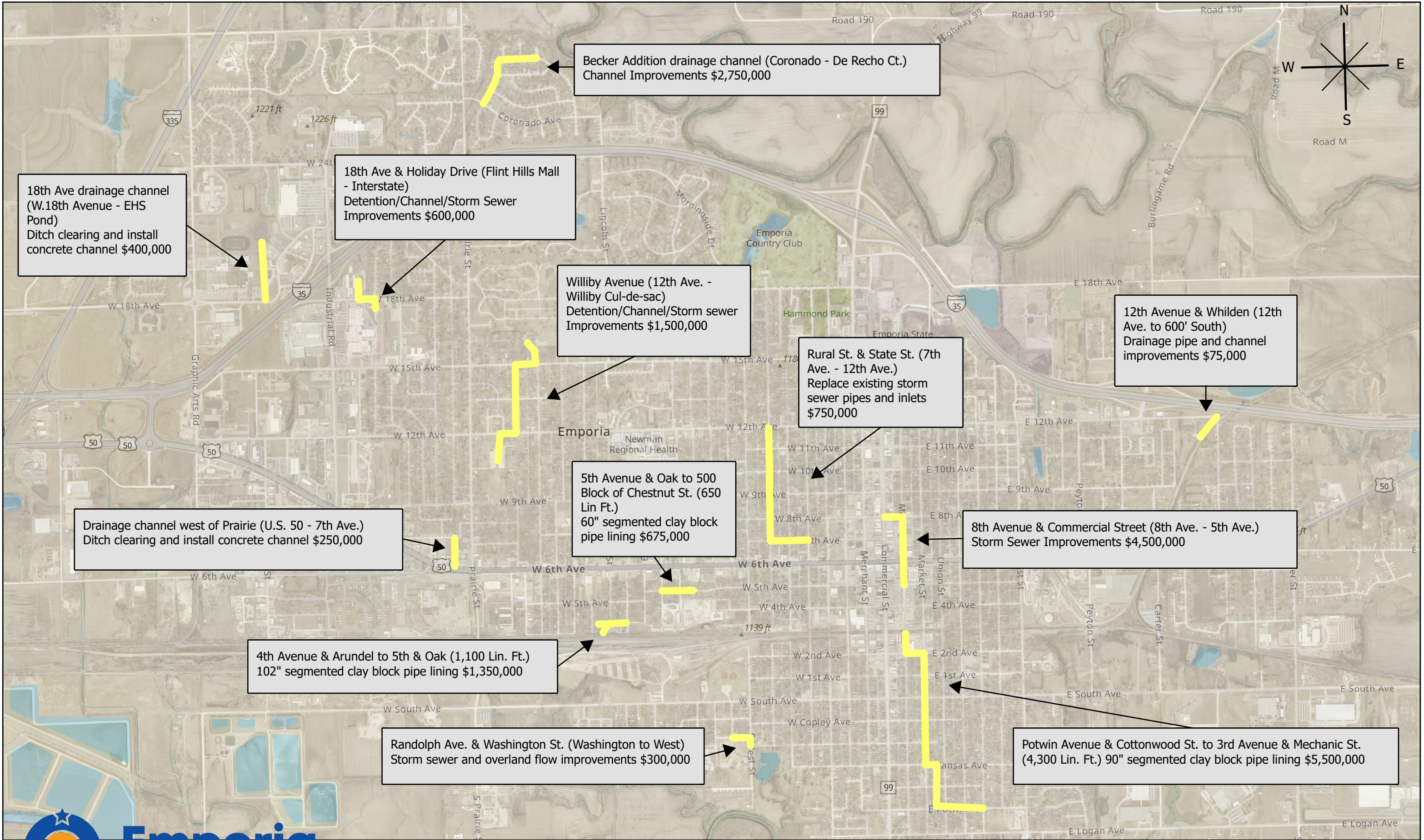
Assumptions: Each apartment unit and mobile home site is equivalent to 0.5 ERUs.

- **Residential Properties:** 7,313 ERUs at \$12/year = \$87,756
- **Apartment Buildings:** 161 buildings = 2,762 ERUs at \$6/year = \$16,572
- **Residential Buildings Converted to Apartments:** 195 buildings = 613 ERUs at \$6/year = \$3,678
- **Mobile Home Parks:** 12 parks = 769 ERUs at \$6/year = \$4,614
- **Non-Residential Properties (Evaluated):** 9,288 ERUs at \$12/year = \$111,456
- **Non-Residential Properties (Not Evaluated, 25%):** 631 ERUs at \$12/year = \$7,572

Total Estimated Annual Revenue: \$231,648

	Emporia	Dodge City	Hays	Pittsburg	Hutchinson	McPherson	Manhattan	Prairie Village	Lawrence
Stormwater Rate per 3,500 sf (1 Emporia ERU)		\$ 1.56	\$ 3.76	\$ 4.56	\$ 5.33	\$ 9.49	\$ 10.75	\$ 11.67	\$ 15.44
Proposed ERU Fee	\$ 1.00								
Basis for 1 ERU	ERU = 3,500SF	All Resid Prop 1 unit = \$1.56	3369 sf =\$3.62	3106 sf = \$4.05	3120 sf = \$4.75	3318 sf = \$9.00	3625 sf =\$10.75	\$0.04 per sf	1800 sf = \$7.94
		ComProp in 20k sf incrmnts							
OTHER UTILITIES RATES:									
Water Rate (per 1,000 gals.)	\$ 4.49	\$ 2.74	\$ 3.62	\$ 6.42	\$ 4.51	\$ 3.50	\$ 9.95	\$ 5.16	\$ 9.17
Water Rate (base charge) (5/8" meter)	\$ 10.63	\$ 10.23	\$ 13.00	\$ 6.76	\$ 12.58	\$ 16.92	\$ 35.24	\$ 10.75	\$ 5.15
State Water Fee					\$ 0.32				\$ 0.32
Water Franchise Fee (per 1,000 gals.)					5%				
Sewer Rate (per 1,000 gals.)	\$ 4.44	\$ 2.78	\$ 5.66	\$ 4.08	\$ 3.74	\$ 3.50	\$ 4.95	\$ 9.85	\$ 11.02
Sewer Rate (base charge) (5/8" meter)	\$ 22.85	\$ 20.57	\$ 13.92	\$ 15.10	\$ 8.81	\$ 22.50	\$ 20.00	\$ 21.25	\$ 17.25
Sewer Franchise Fee					5%				
Trash - Single Family	\$ 15.58	\$ 21.28	\$ 19.91	\$ 18.00	\$ 10.79	\$ 19.21	\$ 24.00	Inclcd in Prop Tax- Estim \$20	\$ 20.13
Single Family Residential (5k usage, trash, no recycle costs)	\$ 93.71	\$ 79.68	\$ 93.23	\$ 94.36	\$ 81.45	\$ 93.63	\$ 153.74	\$ 127.05	\$ 145.08

Indicate declining water rate structure	Approx. 53% Discount for Highest Water Use Rate	Water Rates Are Constant As Usage Increases	Highest Business Use Rate is 2.9x Higher than Base Rate	Approx. 33% Discount for Highest Water Use Rate	Approx. 17% Discount for Highest Water Use Rate	Highest Business Tier is same Unit Cost as Base Rate Tier	Water Rates Are Constant As Usage Increases	Over 125% WAC increases 50% above the base rate for all categories.	Indust'l, Comm'l & MultiFam Rates are 10% Less than SF & Const as Use Increases
	Tier1 = \$4.49/1k gals Tier4 = \$2.40/1k gals		Highest Residntl Use Rate is 4x Higher than Base Rate	Tier1=\$6.42/1k gals Tier7=\$4.26/1k gals	Tier1 = \$4.51/1k gals Tier4 = \$3.77/1k gals	Highest Residntl Tier is 1.75x Higher than Base Rate Tier			Highest SF Residntl Use Rate is 15% Higher than Base Rate Tier
			Encourages All Categories Conservation			Encourages Residential Conservation			



18th Ave drainage channel
(W.18th Avenue - EHS
Pond)
Ditch clearing and install
concrete channel \$400,000

18th Ave & Holiday Drive (Flint Hills Mall
- Interstate)
Detention/Channel/Storm Sewer
Improvements \$600,000

Becker Addition drainage channel (Coronado - De Recho Ct.)
Channel Improvements \$2,750,000

Williby Avenue (12th Ave. -
Williby Cul-de-sac)
Detention/Channel/Storm sewer
Improvements \$1,500,000

Rural St. & State St. (7th
Ave. - 12th Ave.)
Replace existing storm
sewer pipes and inlets
\$750,000

12th Avenue & Whilden (12th
Ave. to 600' South)
Drainage pipe and channel
improvements \$75,000

Drainage channel west of Prairie (U.S. 50 - 7th Ave.)
Ditch clearing and install concrete channel \$250,000

5th Avenue & Oak to 500
Block of Chestnut St. (650
Lin Ft.)
60" segmented clay block
pipe lining \$675,000

8th Avenue & Commercial Street (8th Ave. - 5th Ave.)
Storm Sewer Improvements \$4,500,000

4th Avenue & Arundel to 5th & Oak (1,100 Lin. Ft.)
102" segmented clay block pipe lining \$1,350,000

Randolph Ave. & Washington St. (Washington to West)
Storm sewer and overland flow improvements \$300,000

Potwin Avenue & Cottonwood St. to 3rd Avenue & Mechanic St.
(4,300 Lin. Ft.) 90" segmented clay block pipe lining \$5,500,000



Total proposed storm water utility projects: \$18,650,000

5 year Budget	B&I Mill at 9				8/21/2024				
2024-2029	Mill Levy inc .5 45.104				8/16/24 4:02 PM				
Revenue Detail and Expenditure Summary									
GENERAL FUND									
	2022	2023	Budget	Budget	Budget	Budget	Budget	Budget	
	(Actual)	(Actual)	2024	2025	2026	2027	2028	2029	
Beginning Cash Balance	\$4,535,364	\$5,871,936	\$6,862,147	\$5,296,477	\$3,296,542	\$970,314	-\$1,811,632	-\$5,116,954	
REVENUE									
Ad Valorem Property Tax	\$4,996,386	\$5,588,068	\$6,379,892	\$7,122,464	\$7,336,138	\$7,556,222	\$7,782,909	\$8,016,396	
Sales Tax	\$9,382,028	\$9,765,670	\$9,765,669	\$9,960,982	\$10,160,202	\$10,363,406	\$10,570,674	\$10,782,088	
Franchise Tax	\$3,041,958	\$2,838,191	\$2,725,000	\$2,776,900	\$2,829,838	\$2,883,835	\$2,938,911	\$2,995,090	
Other Taxes	\$732,162	\$845,456	\$751,214	\$776,594	\$776,694	\$776,694	\$776,694	\$776,694	
Intergovernmental Taxes	\$313,974	\$308,881	\$328,309	\$338,838	\$349,790	\$361,162	\$372,971	\$385,233	
Licenses & Permits	\$385,058	\$270,454	\$277,250	\$276,850	\$276,600	\$276,600	\$276,600	\$276,600	
Charges for Services	\$2,123,416	\$2,323,864	\$2,180,950	\$2,239,050	\$2,239,050	\$2,239,050	\$2,239,050	\$2,239,050	
Fines & Fees	\$434,380	\$477,393	\$497,300	\$497,150	\$497,150	\$497,150	\$497,150	\$497,150	
Use of Property and Money	\$207,861	\$532,715	\$802,452	\$725,596	\$655,596	\$585,596	\$535,596	\$445,596	
Reimbursements	\$146,400	\$272,396	\$156,869	\$157,716	\$153,456	\$155,995	\$158,634	\$161,380	
Misc. Rev. - Administrative Transfers 16%	\$2,772,472	\$2,678,060	\$2,808,560	\$2,889,320	\$2,889,320	\$2,889,320	\$2,889,320	\$2,889,320	
Transfer	\$51,742	\$2,144,431	\$100,000	\$100,000	\$100,000	\$0	\$0	\$0	
Operating Revenues	\$190	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
TOTAL RECEIPTS	\$24,588,027	\$28,045,579	\$26,773,465	\$27,861,460	\$28,263,834	\$28,585,029	\$29,038,509	\$29,464,597	
EXPENDITURES									
Administration	\$1,171,313	\$1,225,945	\$1,271,885	\$1,289,481	\$1,344,612	\$1,400,481	\$1,460,150	\$1,524,007	4.32%
Accounting/HR	\$332,167	\$415,680	\$524,277	\$546,815	\$568,420	\$589,653	\$612,695	\$636,579	1.83%
IT	\$328,184	\$384,747	\$527,680	\$549,439	\$562,690	\$576,718	\$591,306	\$606,478	1.84%
Communication	\$0	\$0	\$0	\$20,100	\$33,600	\$33,500	\$33,600	\$33,500	0.07%
Police	\$4,050,389	\$5,025,292	\$5,557,477	\$5,997,683	\$6,185,820	\$6,394,625	\$6,627,098	\$6,869,776	20.09%
Animal Control	\$163,592	\$219,124	\$257,029	\$286,836	\$294,472	\$302,350	\$310,478	\$318,866	0.96%
Fire	\$2,702,353	\$3,094,100	\$3,461,069	\$3,596,791	\$3,721,328	\$3,851,360	\$3,987,181	\$4,129,113	12.04%
EMS	\$3,118,095	\$3,427,168	\$3,964,092	\$4,176,290	\$4,372,238	\$4,330,986	\$4,537,778	\$4,738,370	13.99%
Building & Neighborhood Development	\$1,278,236	\$847,281	\$964,653	\$998,620	\$1,005,739	\$1,040,797	\$1,075,958	\$1,112,342	3.34%
Municipal Court	\$564,692	\$731,667	\$645,554	\$659,308	\$676,459	\$694,350	\$713,020	\$732,509	2.21%
Engineering	\$444,251	\$535,521	\$733,509	\$755,405	\$826,580	\$859,090	\$892,983	\$928,327	2.53%
Street	\$42,820	\$24,982	\$73,000	\$235,000	\$75,000	\$75,000	\$75,000	\$75,000	0.79%
Golf Course	\$811,805	\$848,727	\$1,068,066	\$1,112,186	\$1,085,970	\$1,246,691	\$1,238,585	\$1,175,075	3.72%
Park	\$1,047,889	\$1,420,143	\$1,657,715	\$1,826,107	\$1,872,104	\$1,895,568	\$1,967,688	\$2,028,671	6.12%
Zoo	\$632,613	\$765,103	\$872,079	\$938,591	\$990,241	\$986,552	\$1,012,981	\$1,040,587	3.14%
Civic Auditorium	\$940,869	\$991,507	\$1,184,281	\$1,225,556	\$1,249,019	\$1,275,689	\$1,303,412	\$1,330,243	4.10%
Shop	\$37,343	(\$7,098)	\$119,299	\$92,620	\$99,166	\$109,703	\$120,766	\$132,391	0.31%
Street Lighting	\$309,666	\$302,684	\$342,176	\$349,020	\$356,000	\$363,120	\$370,382	\$377,790	1.17%
Appropriations	\$138,078	\$262,845	\$288,000	\$311,500	\$308,000	\$308,000	\$308,000	\$308,000	1.04%
Airport	\$768,937	\$847,696	\$879,646	\$897,333	\$911,814	\$927,081	\$943,436	\$960,993	3.00%
Parking Facility	\$9,433	\$9,433	\$10,600	\$11,600	\$11,600	\$11,600	\$11,600	\$11,600	0.04%
Transfers - County Wide Sales Tax	\$3,112,240	\$3,371,272	\$3,349,517	\$3,416,507	\$3,484,837	\$3,554,534	\$3,625,625	\$3,698,137	11.44%
Transfer to Industrial Development Sales Tax	\$925,000	\$925,000	\$925,000	\$925,000	\$925,000	\$925,000	\$925,000	\$925,000	3.10%
Transfer to Equipment Reserve									0.00%
Transfer to Projects	\$560,000	\$2,030,000	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Salary Contingency 3%	\$0	\$0	(\$337,471)	(\$356,397)	(\$370,653)	(\$385,479)	(\$400,899)	(\$416,935)	-1.19%
Outstanding PO's	(\$472,862)	(\$442,533)	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
Excess Carryover									0.00%
TOTAL EXPENDITURES	\$23,017,103	\$27,256,287	\$28,339,135	\$29,861,395	\$30,590,062	\$31,366,975	\$32,343,832	\$33,276,428	100.00%
Revenue less expenses	\$1,570,925	\$789,292	(\$1,565,670)	(\$1,999,935)	(\$2,326,228)	(\$2,781,946)	(\$3,305,322)	(\$3,811,832)	
Cash Basis Adjustments/Non-appropriated Balance	(\$234,353)	\$200,919	\$0	\$0	\$0	\$0	\$0	\$0	

5 year Budget	B&I Mill at 9				8/21/2024				
2024-2029	Mill Levy inc .5 45.104				8/16/24 4:02 PM				
Revenue Detail and Expenditure Summary									
GENERAL FUND									
	2022	2023	Budget	Budget	Budget	Budget	Budget	Budget	
	(Actual)	(Actual)	2024	2025	2026	2027	2028	2029	
Ending Cash Balance	\$5,871,936	\$6,862,147	\$5,296,477	\$3,296,542	\$970,314	(\$1,811,632)	(\$5,116,954)	(\$8,928,786)	
Base for Reserve calculation	\$18,419,863	\$20,930,015	\$24,064,618	\$25,519,888	\$26,180,224	\$26,887,441	\$27,793,207	\$28,653,291	
15% Reserve	\$2,762,979	\$3,139,502	\$3,609,693	\$3,827,983	\$3,927,034	\$4,033,116	\$4,168,981	\$4,297,994	
Amount over 15% Reserve	\$3,108,956	\$3,722,645	\$1,686,784	(\$531,441)	(\$2,956,720)	(\$5,844,748)	(\$9,285,935)	(\$13,226,779)	
Percentage	31.88%	32.79%	22.01%	12.92%	3.71%	-6.74%	-18.41%	-31.16%	
RNR valuation 42.667									
Assessed Valuation 4.5% in 2025 3% each year									
Sales Tax 2% inc each year									
Multi Year Tax 2% inc									
Electric franchise fee 2% inc each year									
Gas Franchise Fee 2% in each year									
Admin fee capped for sewer - 16% other funds									
Expense Items									
Personnel services includes a 4% increase (merit, Retirement, annual)									
10% increase for health insurance									
Pep Reduced to 100,000									
No Rehab trf \$40,000									
3% vacancy rate									
Credit Card fees removed									

5 year Budget	Mill Levy inc .5 45.104				8/21/2024			
2023-2028	\$0				8/16/24 4:02 PM			
Revenue Detail and Expenditure Summary	\$0							
GENERAL FUND								
	2022	2023	Budget	Budget	Budget	Budget	Budget	Budget
	(Actual)	(Actual)	2024	2025	2026	2027	2028	2029
Beginning Cash Balance	\$4,570,799	\$5,955,249	\$7,081,191	\$5,715,524	\$3,935,593	\$1,829,370	-\$732,569	-\$3,817,885
REVENUE								
Ad Valorem Property Tax	\$4,996,386	\$5,588,068	\$6,379,892	\$7,122,464	\$7,336,138	\$7,556,222	\$7,782,909	\$8,016,396
Sales Tax	\$9,382,028	\$9,765,670	\$9,765,669	\$9,960,982	\$10,160,202	\$10,363,406	\$10,570,674	\$10,782,088
Franchise Tax	\$3,041,958	\$2,838,191	\$2,725,000	\$2,776,900	\$2,829,838	\$2,883,835	\$2,938,911	\$2,995,090
Other Taxes	\$732,162	\$845,456	\$751,214	\$776,594	\$776,694	\$776,694	\$776,694	\$776,694
Intergovernmental Taxes	\$313,974	\$308,881	\$328,309	\$338,838	\$349,790	\$361,162	\$372,971	\$385,233
Licenses & Permits	\$385,058	\$270,454	\$277,250	\$276,850	\$276,600	\$276,600	\$276,600	\$276,600
Charges for Services	\$2,123,416	\$2,323,864	\$2,180,950	\$2,239,050	\$2,239,050	\$2,239,050	\$2,239,050	\$2,239,050
Fines & Fees	\$434,380	\$477,393	\$497,300	\$497,150	\$497,150	\$497,150	\$497,150	\$497,150
Use of Property and Money	\$207,861	\$532,715	\$802,452	\$725,596	\$655,596	\$585,596	\$535,596	\$445,596
Reimbursements	\$145,156	\$272,396	\$156,869	\$157,716	\$153,456	\$155,995	\$158,634	\$161,380
Misc. Rev. - Administrative Transfers 16%	\$2,772,472	\$2,678,060	\$2,908,560	\$2,989,320	\$2,989,320	\$2,889,320	\$2,889,320	\$2,889,320
Transfer from Multi Year -PEP	\$51,742							
Operating Revenues	\$1,434	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Nonoperating Revenues		\$2,144,431	\$0					
TOTAL RECEIPTS	\$24,588,027	\$28,045,579	\$26,773,465	\$27,861,460	\$28,263,834	\$28,585,029	\$29,038,509	\$29,464,597
EXPENDITURES								
Personnel Services	\$13,406,587	\$15,778,882	\$17,450,934	\$18,408,986	\$19,143,489	\$19,904,532	\$20,696,018	\$21,519,163
Vacancy 3%	\$0	\$0	(\$337,471)	(\$356,397)	(\$370,653)	(\$385,479)	(\$400,899)	(\$416,935)
Maintenance & Repair	\$704,466	\$898,456	\$1,187,188	\$1,153,800	\$1,140,200	\$1,150,200	\$1,159,200	\$1,167,200
Commodities	\$1,563,093	\$1,595,973	\$1,955,970	\$2,134,335	\$2,028,420	\$2,028,820	\$2,029,420	\$2,029,820
Other Charges	\$349,393	\$484,227	\$750,683	\$690,645	\$761,110	\$808,987	\$863,817	\$927,733
Capital Outlay	\$172,847	\$191,016	\$263,475	\$384,000	\$316,000	\$295,380	\$346,100	\$314,000
Stock	\$0	\$364	\$0	\$0	\$0	\$0	\$0	\$0
Utilities	\$522,093	\$545,264	\$609,950	\$635,050	\$637,050	\$639,050	\$641,050	\$641,050
Communications	\$104,507	\$113,473	\$142,650	\$145,250	\$145,250	\$145,250	\$145,250	\$145,250
Trainng & Travel	\$201,605	\$195,289	\$223,000	\$239,200	\$239,200	\$239,200	\$239,200	\$239,200
Jail Expenses	\$67,520	\$73,250	\$87,500	\$87,500	\$87,500	\$87,500	\$87,500	\$87,500
Other Contractual	\$929,974	\$883,353	\$1,087,536	\$1,205,316	\$1,260,454	\$1,181,795	\$1,194,343	\$1,207,102
Transfers - County Wide Sales Tax	\$3,112,239	\$3,349,517	\$3,349,517	\$3,416,507	\$3,484,837	\$3,554,534	\$3,625,625	\$3,698,137
Transfer to Industrial Development Sales Tax	\$925,000	\$926,188	\$925,000	\$925,000	\$925,000	\$925,000	\$925,000	\$925,000
Transfer to Equipment Reserve	\$874,900	\$391,957	\$403,200	\$572,200	\$572,200	\$572,200	\$572,200	\$572,200
Transfer to Projects	\$35,000	\$2,107,500	\$40,000	\$0	\$0	\$0	\$0	\$0
Outstanding PO's	\$0	(\$414,153)						
Excess Carryover	\$0			\$0	\$0			
TOTAL EXPENDITURES	\$22,969,224	\$27,120,556	\$28,139,132	\$29,641,391	\$30,370,057	\$31,146,969	\$32,123,825	\$33,056,420
Revenue less expenses	\$1,618,803	\$925,023	(\$1,365,667)	(\$1,779,931)	(\$2,106,223)	(\$2,561,940)	(\$3,085,315)	(\$3,591,824)
Cash Basis Adjustments/Non-appropriated Balance	(\$234,353)	\$200,919	\$0	\$0	\$0	\$0	\$0	\$0
Ending Cash Balance	\$5,955,249	\$7,081,191	\$5,715,524	\$3,935,593	\$1,829,370	(\$732,569)	(\$3,817,885)	(\$7,409,708)

Base for Reserve calculation	\$18,419,863	\$20,930,015	\$24,064,618	\$25,519,888	\$26,180,224	\$26,887,441	\$27,793,207	\$28,653,291
15% Reserve	\$2,762,979	\$3,139,502	\$3,609,693	\$3,827,983	\$3,927,034	\$4,033,116	\$4,168,981	\$4,297,994
Amount over 15% Reserve	\$3,192,270	\$3,941,689	\$2,105,832	\$107,610	(\$2,097,663)	(\$4,765,686)	(\$7,986,866)	(\$11,707,702)
Percentage	32.33%	33.83%	23.75%	15.42%	6.99%	-2.72%	-13.74%	-25.86%
2% inc sales tax, electric & gas								
4% Valuation increase								

5 year Budget					8/21/2024			
2024-2029					8/16/24 4:02 PM			
Revenue Detail and Expenditure Summary								
Multi Year Fund								
	2022	2023	Budget	Budget	Budget	Budget	Budget	Budget
	(Actual)	(Actual)	2024	2025	2026	2027	2028	2029
Beginning cash balance	\$3,304,127	\$3,060,011	\$2,995,998	\$897,488	\$615,195	\$595,033	\$343,567	\$285,192
Revenue								
Sales Tax	\$3,114,307	\$3,697,006	\$3,349,517	\$3,416,507	\$3,484,837	\$3,554,534	\$3,625,625	\$3,698,137
Interest	\$24,446	\$170,026	\$150,000	\$130,000	\$120,000	\$100,000	\$60,000	\$60,000
Misc revenue	\$0	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0
Accounts Receivable	\$0	(\$5,476)	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL RECEIPTS	\$3,138,753	\$4,161,557	\$3,499,517	\$3,546,507	\$3,604,837	\$3,654,534	\$3,685,625	\$3,758,137
EXPENDITURES								
Transfers to projects	\$0	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0
Projects	\$3,382,869	\$4,175,570	\$5,598,027	\$3,828,800	\$3,625,000	\$3,906,000	\$3,744,000	\$2,739,000
TOTAL EXEPENDITURES	\$3,382,869	\$4,225,570	\$5,598,027	\$3,828,800	\$3,625,000	\$3,906,000	\$3,744,000	\$2,739,000
Revenue less Expenses	(\$244,116)	(\$64,013)	(\$2,098,510)	(\$282,293)	(\$20,163)	(\$251,466)	(\$58,375)	\$1,019,137
Ending Cash Balance	\$3,060,011	\$2,995,998	\$897,488	\$615,195	\$595,033	\$343,567	\$285,192	\$1,304,329

5 year Budget					08/21/2024			
2024-2029					8/16/24 4:02 PM			
Revenue Detail and Expenditure Summary								
LIBRARY FUND								
	2022	2023	Budget	Budget	Budget	Budget	Budget	Budget
	(Actual)	(Actual)	2024	2025	2026	2027	2028	2029
Beginning Cash Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
REVENUE								
Ad Valorem Property Tax	\$896,105	\$969,414	\$1,100,165	\$1,145,062	\$1,179,383	\$1,214,735	\$1,251,147	\$1,275,434
Back Tax Collection	\$21,052	\$27,910	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Motor Vehicle Tax	\$90,694	\$101,488	\$96,398	\$100,229	\$100,229	\$100,229	\$100,229	\$100,229
Recreational Vehicle Tax	\$1,113	\$1,119	\$1,180	\$1,156	\$1,156	\$1,156	\$1,156	\$1,156
AdValorem Tax Reduction	(\$9,766)	(\$10,541)	(\$12,492)	(\$12,492)	(\$12,492)	(\$12,492)	(\$12,492)	(\$12,492)
General Fund Contribution								
TOTAL RECEIPTS	\$999,198	\$1,089,390	\$1,200,251	\$1,248,955	\$1,283,276	\$1,318,628	\$1,355,040	\$1,379,327
EXPENDITURES								
Misc Projects								
Appropriation	\$999,198	\$1,089,390	\$1,200,251	\$1,248,955	\$1,283,276	\$1,318,628	\$1,355,040	\$1,379,327
TOTAL EXPENDITURES	\$999,198	\$1,089,390	\$1,200,251	\$1,248,955	\$1,283,276	\$1,318,628	\$1,355,040	\$1,379,327
Ending Cash Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

5 year Budget					8/21/2024			
2024-2029					8/16/24 4:02 PM			
Revenue Detail and Expenditure Summary								
Transient Guest Tax								
	2022	2023	Budget	Budget	Budget	Budget	Budget	Budget
	(Actual)	(Actual)	2024	2025	2026	2027	2028	2029
Beginning Cash Balance	\$669,123	\$830,802	\$1,019,063	\$588,887	\$408,887	\$368,887	\$428,887	\$508,887
REVENUE								
Transient Guest Tax	\$771,864	\$851,750	\$889,324	\$950,000	\$950,000	\$950,000	\$950,000	\$950,000
Interest on Investment	\$4,091	\$31,630	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Fence Rental	\$7,999	\$9,194	\$0	\$0	\$0	\$0	\$0	\$0
Misc	\$50,630	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Accounts Receivable - Fence Rental	\$12,368	\$279						
TOTAL RECEIPTS	\$846,953	\$892,853	\$909,324	\$960,000	\$960,000	\$960,000	\$960,000	\$960,000
EXPENDITURES								
CVB Appropriation	\$365,000	\$385,000	\$462,000	\$480,000	\$480,000	\$480,000	\$480,000	\$480,000
Trusler Sports Complex	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
City cost assoicated with events	\$30,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Civic Auditorium improvements	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Disc Golf course maintenance & Employee		\$0	\$100,000	\$100,000	\$100,000			
Red Rock's Appropriation	\$7,500	\$7,500	\$7,500	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
ESU Welch Stadium		\$0	\$400,000					
Emporia Main Street	\$56,250	\$100,000	\$95,000	\$95,000	\$95,000	\$95,000	\$95,000	\$95,000
Emporia Arts Council Support	\$10,000	\$10,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Emporia Granada	\$20,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Lifetime - Biking Event	\$15,000	\$15,000	\$15,000	\$20,000	\$20,000	\$20,000		
DDO	\$25,000	\$25,000	\$20,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Disc Golf World Event	\$20,000		\$40,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Kansas Free for Arts (Halfway to Everyv	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Imaginarium				\$45,000	\$25,000	\$25,000	\$25,000	\$25,000
National Teachers Hall of Fame				\$10,000	\$10,000	\$10,000	\$10,000	\$10,000

Transient Guest Tax								
	2022	2023	Budget	Budget	Budget	Budget	Budget	Budget
	(Actual)	(Actual)	2024	2025	2026	2027	2028	2029
Hispanics of Today and Tomorrow				\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Marketing money (Mainstreet & Visit Emporia)				\$120,000				
Jones Disc Golf Course Improvements	\$55,529	\$0	\$30,000					
Hammond Park Crossings		\$21,528	\$0					
Miscellaneous	\$10,995	\$563	\$0	\$0	\$0	\$0	\$0	\$0
Special Projects		\$0	\$0					
TOTAL EXPENDITURES	\$685,274	\$704,591	\$1,339,500	\$1,140,000	\$1,000,000	\$900,000	\$880,000	\$880,000
Ending Cash Balance	\$830,802	\$1,019,063	\$588,887	\$408,887	\$368,887	\$428,887	\$508,887	\$588,887
25% reserve of revenue			\$227,331	\$240,000	\$240,000	\$240,000	\$240,000	\$240,000
Transient Guest Tax Receipts	2020	2021	2022	2023	2024	2025 Projection		
1ST QUARTER-JANUARY	\$193,559.51	\$105,764.76	\$184,682.75	\$217,964.96	\$208,253.00	\$238,003.00		
2ND QUARTER-APRIL	\$132,542.30	\$135,567.13	\$143,987.80	\$170,824.51	\$163,048.00	\$186,341.00		
3RD QUARTER-JULY	\$80,649.41	\$192,642.58	\$223,905.58	\$232,566.63	\$298,395.94	\$265,790.43		
4TH QUARTER-OCTOBER	\$151,949.08	\$200,102.99	\$219,288.14	\$230,393.63	\$263,307.01	\$263,307.01		
TOTAL	\$558,700.30	\$634,077.46	\$771,864.27	\$851,749.73	\$933,003.95	\$953,441.44		
	\$45,010 in late pmts	\$63,375 in late pmts						
Increased bed tax to 7% in January 2017		Changes			2025			
Increased bed tax to 8% in April 2024		Extended DDO World event to all years			20,000			
		DDO increased to \$50,000 for all years			50,000			
		Increased Imaginarium			45,000			

5 year Budget								
2024-2029					8/21/2024			
Revenue Detail and Expenditure Summary					8/16/24 4:02 PM			
INDUSTRIAL FUND								
	2022	2023	Budget	Budget	Budget	Budget	Budget	Budget
	(Actual)	(Actual)	2024	2025	2026	2027	2028	2029
Beginning Cash Balance	\$19,923	\$21,250	\$23,446	\$24,265	\$24,977	\$25,488	\$25,999	\$26,511
REVENUE								
Ad Valorem Property Tax	\$1,078	\$1,148	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Back Tax Collections	\$26	\$34	\$21	\$21	\$21	\$21	\$21	\$21
Motor Vehicle Tax	\$111	\$123	\$99	\$91	\$91	\$91	\$91	\$91
Ad Valorem Tax Reduction	(\$12)	(\$13)	(\$16)	(\$16)	(\$16)	(\$16)	(\$16)	(\$16)
Interest on Investment	\$124	\$903	\$900	\$800	\$600	\$600	\$600	\$600
Miscellaneous								
TOTAL RECEIPTS	\$1,327	\$2,196	\$2,004	\$1,896	\$1,696	\$1,696	\$1,696	\$1,696
EXPENDITURES								
Travel Expense & Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
RDA Appropriation								
Contractual Services	\$0	\$0	\$1,185	\$1,185	\$1,185	\$1,185	\$1,185	\$1,185
Special Projects and Reserve Funds		\$0	\$0					
TOTAL EXPENDITURES	\$0	\$0	\$1,185	\$1,185	\$1,185	\$1,185	\$1,185	\$1,185
Ending Cash Balance	\$21,250	\$23,446	\$24,265	\$24,977	\$25,488	\$25,999	\$26,511	\$27,022

5 year Budget					08/21/24				
2024-2029					8/16/24 16:02				
Revenue Detail and Expenditure Summary									
Economic Sales Tax									
	2022	2023	Budget	Budget	Budget	Budget	Budget	Budget	
	(Actual)	(Actual)	2024	2025	2026	2027	2028	2029	
Beginning Cash Balance	\$247,081	\$1,423,876	\$1,319,821	\$989,728	\$967,536	\$910,344	\$848,152	\$785,960	
Revenue:									
Sales Tax Receipts	\$925,000	\$926,188	\$925,000	\$925,000	\$925,000	\$925,000	\$925,000	\$925,000	
Interest Income	\$5,236	\$49,299	\$25,000	\$20,000	\$20,000	\$15,000	\$15,000	\$15,000	
Sales of Bonds	\$1,000,000								
Miscellaneous	100,000	0.00	195,906.15	0.00	0.00	0.00	0.00	0.00	
RDA returned money									
Total Revenue	\$2,030,236	\$975,487	\$1,145,906	\$945,000	\$945,000	\$940,000	\$940,000	\$940,000	
Expense:									
Appropriation to the RDA	\$350,000	\$350,000	\$400,000	\$386,192	\$386,192	\$386,192	\$386,192	\$386,192	
Emporia Enterprises	\$25,000	\$35,000	\$35,000	\$0	\$35,000	\$35,000	\$35,000	\$35,000	
Main Street			45,000	45,000	45,000	45,000	45,000	45,000	
Dynamic Brewing LLC			500,000						
Flint Hills Tech College				100,000	100,000	100,000	100,000	100,000	
Miscellaneous	\$7,500	\$9,000	\$0	\$0	\$0	\$0	\$0	\$0	
Transfer to Project	\$120,941	\$59,963							
Water Tower Pmt & Land Purchase	\$350,000	\$436,000	\$436,000	\$436,000	\$436,000	\$436,000	\$436,000	\$436,000	
Simmons Discount		189,579							
RDA Structure consultant			60,000.00						
Excess Carryover		0	0.00						
Total Expenses	\$853,441	\$1,079,542	\$1,476,000	\$967,192	\$1,002,192	\$1,002,192	\$1,002,192	\$1,002,192	
Ending Cash Balance	\$1,423,876	\$1,319,821	\$989,728	\$967,536	\$910,344	\$848,152	\$785,960	\$723,768	
Main Street Allocation \$45,000									
Land Purchase Bond Pmt \$86,000									
Changes	2024	2025							
Removed Emporia Enterprise allocation		(35,000.00)							
Money Rec for Sale of REG prop	195,906.00								
\$350,000 water line & tower pmt pays off in 2033									
\$86,000 Smoot's land pays off in 2038									

5 year Budget						8/21/2024				
2024-2029						8/16/24 4:02 PM				
Revenue Detail and Expenditure Summary										
SPECIAL ALCOHOL FUND										
	2021	2022	2023	Budget	Budget	Budget	Budget	Budget	Budget	
	(Actual)	(Actual)	(Actual)	2024	2025	2026	2027	2028	2029	
Beginning Cash Balance	\$73,442	\$89,339	\$103,198	\$120,433	\$116,893	\$80,153	\$66,413	\$52,173	\$37,933	
REVENUE										
Private Club Liquor Tax	\$86,358	\$100,043	\$110,168	\$104,660	\$104,660	\$104,660	\$104,660	\$104,660	\$104,660	
Interest on Investment	\$40	\$565	\$4,267	\$4,000	\$3,000	\$1,000	\$500	\$500	\$500	
TOTAL RECEIPTS	\$86,397	\$100,609	\$114,435	\$108,660	\$107,660	\$105,660	\$105,160	\$105,160	\$105,160	
EXPENDITURES										
Appropriations	\$70,500	\$86,750	\$97,200	\$112,200	\$144,400	\$119,400	\$119,400	\$119,400	\$119,400	
Special Projects			\$0	\$0						
TOTAL EXPENDITURES	\$70,500	\$86,750	\$97,200	\$112,200	\$144,400	\$119,400	\$119,400	\$119,400	\$119,400	
Ending Cash Balance	\$89,339	\$103,198	\$120,433	\$116,893	\$80,153	\$66,413	\$52,173	\$37,933	\$23,693	
Appropriations	Received in 2021	Receive in 2022	Receive in 2023	Receive in 2024	Requested for 2025	Receive in 2025				
Cross Winds	\$15,000	\$15,000	\$15,000	\$20,000	\$20,000	\$20,000				
Corner House	\$48,750	\$75,000	\$75,000	\$85,000	\$100,000	\$85,000				
Emporia State University	\$6,750	\$6,750	\$7,200	\$7,200	\$7,200	\$7,200				
FHTC Mental Health Licensed Therapist					\$7,200	\$7,200				
Crosswinds Building match						\$25,000				
Empower House Ministries			\$0	\$0	\$7,000					
Total	\$70,500	\$96,750	\$97,200	\$112,200	\$141,400	\$144,400				
Receipts	2020	2021	2022	2023	2024					
1ST QUARTER - MARCH	\$22,675.47	\$17,214.78	\$23,976.09	\$25,545.75	\$26,804.33					
2ND QUARTER - JUNE	\$21,661.91	\$18,634.03	\$22,129.19	\$26,129.12	\$26,489.58					
3RD QUARTER - SEPTEMBER	\$7,881.01	\$25,844.73	\$28,544.72	\$31,037.27						
4TH QUARTER - DECEMBER	\$14,069.40	\$24,664.21	\$25,393.46	\$27,455.87						
TOTAL	\$66,287.79	\$86,357.75	\$100,043.46	\$110,168.01	\$53,293.91					
Changes	2025									
Added FHTC Licensed Therapist	7,200									
Added Crosswinds Building match	25,000									

5 year Budget						8/21/2024			
2024-2029						8/16/24 4:02 PM			
Revenue Detail and Expenditure Summary									
SPECIAL PARKS & RECREATION									
	2021	2022	2023	Budget	Budget	Budget	Budget	Budget	Budget
	(Actual)	(Actual)	(Actual)	2024	2025	2026	2027	2028	2029
Beginning Cash Balance	\$117,931	\$188,630	\$83,362	\$115,908	\$103,068	\$61,478	\$33,638	\$42,248	\$119,908
REVENUE									
Private Club Liquor Tax	\$86,358	\$100,043	\$110,168	\$104,660	\$104,660	\$104,660	\$104,660	\$104,660	\$104,660
Donations& Grants	\$4,267	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Lake Kahola Proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trf from projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest on Investment	\$74	\$598	\$5,237	\$5,000	\$4,000	\$500	\$500	\$500	\$500
TOTAL RECEIPTS	\$90,698	\$100,642	\$115,405	\$109,660	\$108,660	\$105,160	\$105,160	\$105,160	\$105,160
EXPENDITURES									
Maintenance & Repair	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Commodities	\$0	\$14,330	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Municipal Band Allocation	\$0	\$10,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Capital Outlay	\$0	\$84,868	\$67,859	\$107,500	\$135,250	\$118,000	\$81,550	\$12,500	\$0
Contractual Services	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer to Project Accounts	\$0	\$96,711	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Special Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$20,000	\$205,909	\$82,859	\$122,500	\$150,250	\$133,000	\$96,550	\$27,500	\$15,000
Ending Cash Balance	\$188,630	\$83,362	\$115,908	\$103,068	\$61,478	\$33,638	\$42,248	\$119,908	\$210,068
Receipts	2020	2021	2022	2023	2024				
1ST QUARTER - MARCH	\$22,675	\$17,215	\$23,976	\$25,546	\$26,804				
2ND QUARTER - JUNE	\$22,612	\$18,634	\$22,129	\$26,129	\$26,490				
3RD QUARTER - SEPTEMBER	\$7,881	\$25,845	\$28,545	\$31,037					
4TH QUARTER - DECEMBER	\$14,069	\$24,664	\$25,393	\$27,456					
TOTAL	\$67,237	\$86,358	\$100,043	\$110,168	\$53,294				
Municipal Band requested \$15,000									
Changes									
Moved two Capital items back one year									

5 year Budget					8/21/2024			
2024-2029					8/16/24 4:02 PM			
Revenue Detail and Expenditure Summary								
SPECIAL STREET FUND								
	2022	2023	Budget	Budget	Budget	Budget	Budget	Budget
	(Actual)	(Actual)	2024	2025	2026	2027	2028	2029
Beginning Cash Balance	\$517,459	\$289,140	\$179,135	\$113,211	\$24,393	(\$97,844)	(\$253,035)	(\$439,838)
REVENUE								
Gasoline Tax	\$655,837	\$648,358	\$645,000	\$665,570	\$665,570	\$665,570	\$665,570	\$665,570
Special City-County Tax	\$77,404	\$79,800	\$79,813	\$79,813	\$79,813	\$79,813	\$79,813	\$79,813
Damages- Storm	\$23,089	\$28,423	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Interest on Investment	\$2,490	\$11,772	\$11,000	\$10,000	\$5,000	\$2,000	\$2,000	\$2,000
Transfer of Funds	\$0	\$111,664	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Sale of Salvage	\$33	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$4,497	\$228	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL RECEIPTS	\$763,350	\$880,245	\$840,813	\$860,383	\$855,383	\$852,383	\$852,383	\$852,383
EXPENDITURES								
Personnel Services	\$636,316	\$684,955	\$602,145	\$634,288	\$659,573	\$685,869	\$713,217	\$741,659
Vacancy	\$0	\$0	(\$11,518)	(\$12,147)	(\$12,633)	(\$13,138)	(\$13,663)	(\$14,210)
Maintenance & Repair	\$103,127	\$112,513	\$132,870	\$131,870	\$131,870	\$131,870	\$131,870	\$131,870
Commodities	\$109,968	\$108,252	\$135,350	\$154,350	\$154,350	\$154,350	\$154,350	\$154,350
Other Charges	\$38,629	(\$19,694)	(\$44,860)	(\$41,712)	(\$38,091)	(\$33,927)	(\$29,138)	(\$23,632)
Capital Outlay	\$14,875	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfers Lease payments	\$0	\$5,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Utilities	\$27,951	\$22,712	\$17,750	\$5,750	\$5,750	\$5,750	\$5,750	\$5,750
Communications	\$1,464	\$1,695	\$2,700	\$2,700	\$2,700	\$2,700	\$2,700	\$2,700
Training & Travel	\$8,784	\$13,778	\$10,500	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
Contractual Services	\$43,212	\$36,614	\$36,800	\$41,100	\$41,100	\$41,100	\$41,100	\$41,100
Outstanding PO's		\$28,764						
Excess Carryover		\$0	\$0					
Audit Adjustments	\$7,343	(\$4,339)	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$991,669	\$990,249	\$906,737	\$949,200	\$977,620	\$1,007,574	\$1,039,185	\$1,072,587
Net Change in Cash	(\$228,319)	(\$110,004)	(\$65,925)	(\$88,817)	(\$122,237)	(\$155,192)	(\$186,802)	(\$220,204)
Ending Cash Balance	\$289,140	\$179,135	\$113,211	\$24,393	(\$97,844)	(\$253,035)	(\$439,838)	(\$660,042)
Receipts	2021	2022	2023	2024				
1st Quarter - Jan Payment	\$161,595	\$167,558	\$167,413	\$159,680				
2nd Quarter - April Payment	\$149,246	\$157,106	\$149,530	\$151,744				
Extra Payment - June	\$54,672							
3rd Quarter - July Payment	\$172,643	\$166,060	\$166,506	\$174,866				
4th Quarter - Oct Payment	\$174,419	\$165,113	\$164,910					
Total	\$712,575	\$655,837	\$648,358	\$486,290				

City of Emporia, Kansas					08/21/2024			
5 year Budget					8/16/24 4:02 PM			
2024-2029								
Revenue Detail and Expenditure Summary								
DRUG FORFEITURES								
	2022	2023	Budget	Budget	Budget	Budget	Budget	Budget
	(Actual)	(Actual)	2024	2025	2026	2027	2028	2029
Beginning Cash Balance	\$69,301	\$83,821	\$35,885	\$40,045	\$42,045	\$44,045	\$46,045	\$48,045
REVENUE								
Receipts from Drug Forfeitures	\$52,650	\$4,970	\$25,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Interest on Investment	\$487	\$2,591	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Audit Adjustment								
TOTAL RECEIPTS	\$53,136	\$7,561	\$27,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
EXPENDITURES								
Maintenance & Repair	\$11,895	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Commodities	\$23,264	\$3,921	\$12,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Capital Outlay	\$0	\$0	\$10,500	\$0	\$0	\$0	\$0	\$0
Communications	\$0	\$101	\$340	\$0	\$0	\$0	\$0	\$0
Other Charges		\$51,324	\$0	\$0	\$0	\$0	\$0	\$0
Other Contractual	\$3,459	\$150	\$0	\$0	\$0	\$0	\$0	\$0
Excess Carryover	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$38,617	\$55,497	\$22,840	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Ending Cash Balance	\$83,821	\$35,885	\$40,045	\$42,045	\$44,045	\$46,045	\$48,045	\$50,045

City of Emporia, Kansas	Mil levy at 9				8/21/2024				
5 year Budget					8/16/24 4:02 PM				
2024-2029									
Revenue Detail and Expenditure Summary									
BOND & INTEREST FUND									
	2022	2023	Budget	Budget	Budget	Budget	Budget	Budget	Budget
	(Actual)	(Actual)	2024	2025	2026	2027	2028	2029	2030
Beginning Cash Balance	\$1,340,017	\$1,986,997	\$2,358,483	\$3,765,846	\$5,098,219	\$4,947,686	\$4,086,971	\$3,189,273	\$2,287,691
REVENUE									
Ad Valorem Property Tax	\$1,794,007	\$1,954,979	\$2,090,214	\$2,061,111	\$2,217,644	\$2,284,112	\$2,352,728	\$2,423,245	\$2,308,143
Back Tax Collection	\$42,618	\$56,415	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Special Assessments	\$82,354	\$68,913	\$35,302	\$35,301	\$35,302	\$35,302	\$35,302	\$35,302	
Motor Vehicle Tax	\$181,798	\$188,754	\$192,974	\$190,424	\$190,424	\$190,424	\$190,424	\$190,424	\$190,424
Recreational Vehicles	\$2,228	\$2,240	\$2,363	\$2,197	\$2,197	\$2,197	\$2,197	\$2,197	\$2,197
Ad Valorem Tax Reduction	-\$19,552	-\$21,102	-\$22,000	-\$22,000	-\$22,000	-\$22,000	-\$22,000	-\$22,000	-\$22,000
Interest on Investment	\$11,808	\$112,690	\$120,000	\$100,000	\$50,000	\$30,000	\$30,000	\$10,000	\$2,000
Recreation Center - Ball Diamond	\$47,700	\$46,350	\$0	\$0					
Recreation Center - Fitness Room	\$50,960	\$51,200	\$51,360	\$49,440					
Sales of Bonds	\$3,666,943								
Miscellaneous	\$31	\$0	\$0	\$0	\$0	\$0			
Transfer of Funds from Project Accounts	\$97,528	\$85,963	\$0	\$0	\$0				
TOTAL RECEIPTS	\$5,958,424	\$2,546,402	\$2,510,213	\$2,456,473	\$2,513,567	\$2,560,035	\$2,628,651	\$2,679,168	\$2,520,764
EXPENDITURES									
Principal	\$1,440,000	\$1,895,000	\$875,000	\$929,000	\$2,499,000	\$3,279,000	\$3,409,000	\$3,481,000	\$3,856,802
Interest Coupons	\$204,500	\$279,917	\$227,850	\$195,100	\$165,100	\$141,750	\$117,350	\$99,750	\$83,650
Transfer to project funds	\$3,666,943								
Excess Carryover		\$0	\$0						
TOTAL EXPENDITURES	\$5,311,443	\$2,174,917	\$1,102,850	\$1,124,100	\$2,664,100	\$3,420,750	\$3,526,350	\$3,580,750	\$3,940,452
Ending Cash Balance	\$1,986,997	\$2,358,483	\$3,765,846	\$5,098,219	\$4,947,686	\$4,086,971	\$3,189,273	\$2,287,691	\$868,002

City of Emporia, Kansas				08/21/2024				
5 year Budget				8/16/24 4:02 PM				
2024-2029								
Revenue Detail and Expenditure Summary								
WATER FUND								
	2022	2023	Budget	Budget	Budget	Budget	Budget	Budget
	(Actual)	(Actual)	2024	2025	2026	2027	2028	2029
BEGINNING CASH	\$3,246,905	\$2,452,274	\$830,591	\$157,845	\$251,169	(\$1,013,200)	(\$2,199,757)	(\$3,296,355)
REVENUE								
Sale of Water	\$6,884,339	\$7,718,770	\$9,100,000	\$9,100,000	\$9,100,000	\$9,100,000	\$9,100,000	\$9,100,000
Burns & Mac's Rate Recommended Rate Inc 8.5%				\$773,500	\$773,500	\$773,500	\$773,500	\$773,500
Service Charge	\$103,029	\$94,666	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Penalties	\$93,424	\$89,725	\$92,000	\$92,000	\$92,000	\$92,000	\$92,000	\$92,000
Sale of Salvage	\$0	\$100	\$11,800	\$0	\$0	\$0	\$0	\$0
Reimbursed Expense	\$2,875	\$27,512	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Interest on Investment	\$20,504	\$102,130	\$55,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Sale of Bonds	\$1,550,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trf from Industrial Development Sales Tax fund	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000
Non Operating Revenue	\$2,530,077	\$3,337,786	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$11,978	\$7,818	\$47,915	\$2,100	\$2,100	\$2,100	\$2,100	\$2,100
TOTAL RECEIPTS	\$11,546,226	\$11,728,506	\$9,776,715	\$10,477,600	\$10,477,600	\$10,477,600	\$10,477,600	\$10,477,600
EXPENDITURES								
Personnel Services	\$1,105,419	\$1,174,831	\$1,431,053	\$1,502,807	\$1,563,516	\$1,625,922	\$1,690,825	\$1,758,324
Vacancy	\$0	\$0	(\$27,521)	(\$28,910)	(\$30,067)	(\$31,269)	(\$32,520)	(\$33,821)
Maintenance & Repair	\$1,117,122	\$2,021,183	\$949,400	\$1,110,400	\$1,110,400	\$1,110,400	\$1,110,400	\$1,110,400
Commodities	\$1,452,142	\$1,755,240	\$1,438,850	\$1,769,350	\$1,754,850	\$1,754,850	\$1,754,850	\$1,754,850
Other Charges	\$272,294	\$375,064	\$363,120	\$340,260	\$350,644	\$362,066	\$374,631	\$388,452
Industrial Discount			\$320,000	\$320,000	\$320,000	\$320,000	\$320,000	\$320,000
Capital Outlay	\$119,123	\$0	\$1,060,000	\$215,000	\$488,000	\$200,000	\$0	\$300,000
Debt Payment	\$1,497,567	\$1,733,972	\$1,653,139	\$1,635,939	\$2,631,466	\$2,734,967	\$2,732,341	\$2,732,341
Stock	\$49,206	\$32,154	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Transfer to Project Account	\$4,102,675	\$3,399,286	\$0	\$0	\$0	\$0	\$0	\$0
Utilities	\$718,905	\$664,956	\$629,600	\$712,100	\$712,100	\$712,100	\$712,100	\$712,100
Communications	\$28,025	\$28,074	\$44,700	\$44,700	\$44,700	\$44,700	\$44,700	\$44,700
Travel & Training	\$10,383	\$25,027	\$16,200	\$22,500	\$22,500	\$22,500	\$22,500	\$22,500
Contractual Services	\$828,471	\$767,036	\$1,284,000	\$1,329,450	\$1,363,179	\$1,397,240	\$1,433,691	\$1,471,588
Administrative Fee 16%	\$1,131,081	\$1,086,178	\$1,281,920	\$1,405,680	\$1,405,680	\$1,405,680	\$1,405,680	\$1,405,680
Change in Liabilities	(\$91,557)	\$287,187	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$12,340,857	\$13,350,189	\$10,449,461	\$10,384,277	\$11,741,968	\$11,664,157	\$11,574,198	\$11,992,115
NET CHANGE IN CASH	(\$794,631)	(\$1,621,683)	(\$672,746)	\$93,323	(\$1,264,368)	(\$1,186,557)	(\$1,096,598)	(\$1,514,515)
ENDING CASH	\$2,452,274	\$830,591	\$157,845	\$251,169	(\$1,013,200)	(\$2,199,757)	(\$3,296,355)	(\$4,810,870)
Base for reserve calculation	\$12,221,733	\$13,350,189	\$9,389,461	\$10,169,277	\$11,253,968	\$11,464,157	\$11,574,198	\$11,692,115
20% reserve amount	\$2,444,347	\$2,670,038	\$1,877,892	\$2,033,855	\$2,250,794	\$2,292,831	\$2,314,840	\$2,338,423
Amount over 20% reserve	\$7,927	(\$1,839,447)	(\$1,720,047)	(\$1,782,686)	(\$3,263,993)	(\$4,492,588)	(\$5,611,195)	(\$7,149,293)
Percent	20.06%	6.22%	1.68%	2.47%	-9.00%	-19.19%	-28.48%	-41.15%

City of Emporia, Kansas				8/21/2024				
5 year Budget				8/16/24 4:02 PM				
2024-2029								
WASTE WATER FUND								
	2022	2023	Budget	Budget	Budget	Budget	Budget	Budget
	(Actual)	(Actual)	2024	2025	2026	2027	2028	2029
BEGINNING CASH	\$2,351,302	\$2,087,628	\$1,029,529	\$726,707	(\$632,868)	(\$2,051,276)	(\$3,332,686)	(\$5,069,970)
REVENUE								
Sales/Charges	\$6,126,631	\$6,169,657	\$6,400,000	\$6,400,000	\$6,400,000	\$6,400,000	\$6,400,000	\$6,400,000
Extra Strength Surcharge	\$159,751	\$171,000	\$166,000	\$155,000	\$155,000	\$155,000	\$155,000	\$155,000
Interest on Investment	\$13,582	\$80,398	\$40,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
New system Taps	\$200	\$4,600	\$2,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Sale of Bonds	\$1,430,000	\$6,533,733	\$0	\$0	\$0	\$0	\$0	\$0
Non Operating	\$0	\$581,934	\$135,920	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$252,510	\$1,221,088	\$13,100	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
TOTAL RECEIPTS	\$7,982,674	\$14,762,411	\$6,757,020	\$6,591,000	\$6,591,000	\$6,591,000	\$6,591,000	\$6,591,000
EXPENDITURES								
Personnel Services	\$1,175,739	\$1,287,455	\$1,361,483	\$1,428,111	\$1,484,467	\$1,543,676	\$1,605,254	\$1,669,294
Vacancy	\$0	\$0	(\$25,138)	(\$25,290)	(\$26,302)	(\$27,354)	(\$28,448)	(\$29,586)
Maintenance & Repair	\$806,160	\$595,473	\$540,800	\$637,500	\$637,500	\$637,500	\$637,500	\$637,500
Commodities	\$424,402	\$427,896	\$478,100	\$493,100	\$493,100	\$493,100	\$493,100	\$493,100
Other Charges	\$170,417	\$291,139	\$181,785	\$161,113	\$176,152	\$193,447	\$213,337	\$236,210
Capital Outlay	\$20,509	\$578,247	\$90,000	\$800,000	\$795,000	\$575,000	\$900,000	\$0
Debt Payment	\$2,681,379	\$2,843,772	\$2,722,292	\$2,767,241	\$2,758,691	\$2,765,241	\$2,813,741	\$2,822,741
Transfer to Project fund	\$1,602,732	\$8,320,208	\$135,920	\$0	\$0	\$0	\$0	\$0
Utilities	\$615,809	\$570,015	\$650,500	\$651,500	\$651,500	\$651,500	\$651,500	\$651,500
Communications	\$21,505	\$21,816	\$30,800	\$31,000	\$31,000	\$31,000	\$31,000	\$31,000
Travel & Training	\$13,845	\$15,084	\$12,000	\$15,500	\$15,500	\$15,500	\$15,500	\$15,500
Contractual Services	\$375,405	\$211,120	\$271,300	\$380,800	\$382,800	\$383,800	\$385,800	\$387,800
Administrative Fee Flat	\$610,000	\$610,000	\$610,000	\$610,000	\$610,000	\$610,000	\$610,000	\$610,000
Change in Liabilities	(\$271,552)	\$48,284	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$8,246,349	\$15,820,510	\$7,059,842	\$7,950,574	\$8,009,408	\$7,872,410	\$8,328,283	\$7,525,059
NET CHANGE IN CASH	(\$263,675)	(\$1,058,099)	(\$302,822)	(\$1,359,574)	(\$1,418,408)	(\$1,281,410)	(\$1,737,283)	(\$934,059)
ENDING CASH	\$2,087,628	\$1,029,529	\$726,707	(\$632,868)	(\$2,051,276)	(\$3,332,686)	(\$5,069,970)	(\$6,004,029)
Base for reserve calculation	\$8,225,840	\$15,242,263	\$6,969,842	\$7,150,574	\$7,214,408	\$7,297,410	\$7,428,283	\$7,525,059
20% Cash Reserve amount	\$1,645,168	\$3,048,453	\$1,393,968	\$1,430,115	\$1,442,882	\$1,459,482	\$1,485,657	\$1,505,012
Amount over 20% Cash Reserve	\$442,460	(\$2,018,924)	(\$667,262)	(\$2,062,983)	(\$3,494,157)	(\$4,792,168)	(\$6,555,626)	(\$7,509,041)
Percentage	25.38%	6.75%	10.43%	-8.85%	-28.43%	-45.67%	-68.25%	-79.79%

City of Emporia, Kansas					8/21/2024			
5 year Budget					8/16/24 4:02 PM			
2024-2029								
SOLID WASTE DISPOSAL FUND								
	2022	2023	Budget	Budget	Budget	Budget	Budget	Budget
	(Actual)	(Actual)	2024	2025	2026	2027	2028	2029
BEGINNING CASH	\$4,264,678	\$3,811,773	\$3,650,803	\$2,077,675	(\$552,955)	(\$2,901,656)	(\$5,412,498)	(\$8,110,361)
REVENUE								
Refuse Collection Fees	\$2,971,094	\$3,004,195	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000	\$3,000,000
Loss on Sale of Assets	\$0	\$0	\$18,515	\$0	\$0	\$0	\$0	\$0
Interest on Investments	\$26,458	\$150,996	\$140,000	\$120,000	\$100,000	\$100,000	\$100,000	\$100,000
Resale of Recyclables	\$201,913	\$84,117	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000
Box Container Fees	\$2,063,528	\$1,868,989	\$1,830,000	\$1,830,000	\$1,830,000	\$1,830,000	\$1,830,000	\$1,830,000
Landfill Fees	\$562,540	\$611,254	\$544,000	\$544,000	\$544,000	\$544,000	\$544,000	\$544,000
Transfers	\$0	\$19,428	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$23,247	\$5,664	\$7,000	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500
TOTAL RECEIPTS	\$5,848,781	\$5,744,642	\$5,629,515	\$5,589,500	\$5,569,500	\$5,569,500	\$5,569,500	\$5,569,500
EXPENDITURES								
Personnel Services	\$2,093,650	\$2,268,626	\$2,503,260	\$2,636,900	\$2,742,244	\$2,851,803	\$2,965,744	\$3,084,242
Vacancy	\$0	\$0	(\$48,437)	(\$51,039)	(\$53,080)	(\$55,204)	(\$57,412)	(\$59,708)
Maintenance & Repair	\$325,946	\$372,042	\$395,500	\$390,500	\$390,500	\$390,500	\$390,500	\$390,500
Commodities	\$332,164	\$408,039	\$445,000	\$447,100	\$447,100	\$447,100	\$447,100	\$447,100
Other Charges	\$137,727	\$278,567	\$392,880	\$378,730	\$384,996	\$392,203	\$400,491	\$410,023
Capital Outlay	\$72,612	\$3,970	\$691,000	\$1,560,000	\$1,146,500	\$1,093,000	\$1,158,000	\$975,000
Trf to Project fund	\$814,627	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0
Utilities	\$50,501	\$60,758	\$74,000	\$74,000	\$74,000	\$74,000	\$74,000	\$74,000
Communications	\$41,954	\$37,201	\$54,300	\$54,300	\$54,300	\$54,300	\$54,300	\$54,300
Travel & Training	\$7,606	\$10,752	\$11,100	\$11,600	\$11,600	\$11,600	\$11,600	\$11,600
Contractual Services	\$1,613,185	\$1,675,146	\$1,845,000	\$1,879,000	\$1,881,000	\$1,982,000	\$1,984,000	\$1,986,000
Administrative Fee 16%	\$895,433	\$877,017	\$839,040	\$839,040	\$839,040	\$839,040	\$839,040	\$839,040
Change in Liabilities	(\$83,720)	(\$111,506)	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$6,301,686	\$5,905,612	\$7,202,643	\$8,220,130	\$7,918,200	\$8,080,342	\$8,267,363	\$8,212,096
NET CHANGE IN CASH	(\$452,905)	(\$160,969)	(\$1,573,128)	(\$2,630,630)	(\$2,348,700)	(\$2,510,842)	(\$2,697,863)	(\$2,642,596)
ENDING CASH	\$3,811,773	\$3,650,803	\$2,077,675	(\$552,955)	(\$2,901,656)	(\$5,412,498)	(\$8,110,361)	(\$10,752,957)
Base for reserve calculation	\$6,229,074	\$5,901,642	\$6,511,643	\$6,660,130	\$6,771,700	\$6,987,342	\$7,109,363	\$7,237,096
20% cash reserve amount	\$1,245,815	\$1,180,328	\$1,302,329	\$1,332,026	\$1,354,340	\$1,397,468	\$1,421,873	\$1,447,419
Amount over 20% Cash Reserve	\$2,565,958	\$2,470,475	\$775,346	(\$1,884,981)	(\$4,255,996)	(\$6,809,967)	(\$9,532,234)	(\$12,200,377)
Percentage	61.19%	61.86%	31.91%	-8.30%	-42.85%	-77.46%	-114.08%	-148.58%

<u>8/21/2024</u>	<u>Department</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>Years to Bond</u>
TGT allocation								
Stage Lighting	Civic Building	20,000						
Replace arena bleachers (1992)	Civic Building			175,000				
Patch and Paint walls and Ceilings in Main Arena	Civic Building	50,000						
Basketball back stops	Civic Building		50,000					
ADA assistive listening system	Civic Building			23,000				
Arena Handrails	Civic Building		150,000					
Civic Auditorium Arena Score Board with Video	Civic Building			375,000				
Total Auditorium Improvements		70,000	200,000	573,000	-	-	-	

<u>8/21/2024</u>	<u>Department</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>Years to Bond</u>
Storm water fund								
Upgrade to 12" pipe on Rural & State St	Storm Water			750,000				
Randolph & Washington	Storm Water				275,000			
W Side of Prairie (US 50 to 7th)	Storm Water			250,000				
Rural & State St. SWS Improvs.	Storm Water			750,000				
E. 12th Ave & Whildin St. Drainage - combine with Michelle St Development	Storm Water		100,000					
W 18th Ave & EHS Pond	Storm Water			400,000				
Williby Ave	Storm Water				1,500,000			
29th & Westridge	Storm Water	20,000						
Lakeridge Rd to Bayfront Dr	Storm Water	14,388						

<u>8/21/2024</u>	<u>Department</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>Years to Bond</u>
Special Park								
Aerator	Golf Course	\$55,000						
Tees & Banks Reel Mower (2003) 5400 hours	Golf Course	\$52,500						
Tees & Banks Reel Mower (2004) 3300 hours	Golf Course		\$57,750					
Wide Area Mower (2007) 4900 hours	Golf Course				81,550			
11ft Rotary Mower (2005) #653	Park							
Tree Repopulation Project/All Parks	Park		\$12,500			12,500		
11 Foot Rotary Mower (2012) #617	Park			100,000				
Tractor w/front end loader, backhoe, & tiller - John Deere/Kubota (1984)	Golf Course		\$75,000					
Riding Lawn Mower 60"	Park			\$18,000				
Total Special Park		107,500	145,250	118,000	81,550	12,500	-	
Community Foundation - Kahola fund								
Rehab Band Stand at Fremont Park Roof and siding	Park	\$150,000						
Skate board Park		\$250,000						
Total Community Foundation - Kahola Fund		\$400,000						

<u>8/21/2024</u>	<u>Department</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>Years to Bond</u>
General Fund								
Communication Equipment	City Wide	30,000	30,000	30,000	30,000	30,000	30,000	
Monitor/Defibrillator	EMS	41,800	48,000	50,000			53,000	
Mechanical CPR Devices	EMS		31,000	32,000	33,000	34,000	35,000	
Replace Power Cots	EMS		60,000	60,000				
Power Load Cot System	EMS	\$60,000		65,000		67,500	70,000	
Patient Simulator Training Device	EMS	\$21,675						
Hose Rollers	Fire	\$13,000						
Drone and Accessories	Fire	\$22,000						
Utility Vehicle width hydraulic dump bed and HI-FLOW hydraulics (1998) 5100 hours	Golf Course				42,380			
Chemical sprayer & Cushman (2001) 2200 hours	Golf Course				90,000			
Sand topdresser (1992)	Golf Course					31,000		
Greens Mower, with cutting units and Verti cut units (1999) 4400 hours	Golf Course					63,600		
Dump Truck Single axle 5 yd bed with live hydraulics (1998)	Special Street		160,000					
Drag box tractor & box Replace #623-1 (1984) 1455 hours	Park	\$55,000						
48 inch commercial zero turn mower w/bagger(2005) 1765 hours	Park		15,000					
48 inch commercial zero turn mower w/bagger #657	Park			15,000				
John Deere Gator	Park			21,000				
Dump Truck	Park					120,000		
Flatbed Truck	Park						70,000	
John Deere Blade tractor replace #626-1	Park						56,000	
11 foot rotary mower (2015) 1435 hours	Park				100,000			
Spillman Server	Police		40,000					
Fire Wall	Police			14,000				
UTV - New	Zoo			29,000				
Total General Fund		243,475	384,000	316,000	295,380	346,100	314,000	

<u>8/21/2024</u>	<u>Department</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>Years to Bond</u>
Mil Levy								
Mahtopolis Infrastructure improvements	RHID		830,000					20
Krestsinger Infrastructure improvements	RHID		3,200,000					20
Becker Addition Drainage Ditch Engineering and construction	Storm Water		3,500,000					20
Addition to Fire Station #2 & new fire station #1	Fire		12,000,000	7,000,000				20
Engine 3 (1994)	Fire							10
Quint 1 (2001) Replacement	Fire		1,950,000					10
Fire Engine - 1,000 gallon tank & foam	Fire				750,000			10
Ambulance Purchase (2011), (2014), (2017)	EMS			400,000	450,000		500,000	5
Flint Hills Crossing Street CID to pay 50%	Paving	1,000,000	1,200,000					20
Major Street Repair TBD	Paving		1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	20
Brick Streets \$200,000 per block 47.5 blocks \$9,500,000	Paving			500,000				20
Street Sweeper Vacuum (2014)	Special Street		250,000					5
Wheel Loader to Replace 2015 Doosan	Special Street			285,000				5
Maintenance and equipment building Built in early 1970's with Cart storage	Golf Course			750,000				20
Clubhouse (dining, merchandise, shelter)	Golf Course						1,300,000	20
New Hanger for monthly and daily rental	Airport				120,000			20
Adding onto Existing T-Hangar	Airport				1,500,000			20
New Hanger	Airport						1,500,000	20
Park & Zoo Maintenance Facility	Park					400,000		20
Veterinary Building update/addition	Zoo						450,000	20
Total Mil Levy		1,000,000	24,180,000	10,185,000	4,070,000	1,650,000	5,000,000	

<u>8/21/2024</u>	<u>Department</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>Years to Bond</u>
Multi-Year								
Private/Public partnership	Administration	468,000	200,000	200,000	200,000	200,000	200,000	
Replace Mogas Fuel tank and 24 hour fuel pumps	Airport		130,000					
Airport Apron Extension (FAA 90%)	Airport		100,000					
500' Runway Extension (Construction) (FAA 90%)	Airport					\$240,000		
500' Runway extension (Design) (FAA 90%)	Airport				\$30,000			
Avgas Fuel Farm upgrade	Airport				\$300,000			
Install Security Fencing and Gates	Airport			\$100,000				
Reconstruct South Taxilanes (FAA 90%)	Airport		\$90,300					
Remodel Old Terminal	Airport			\$60,000				
Ramp Expansion Design (KDOT 95%)	Airport	\$6,000						
Ramp Expansion Construction (KDOT 90%)	Airport		88,000					
Replace Both Community Hangar Doors (KDOT 85%)	Airport		37,500					
Replace steam lines/HVAC improvements	Civic Building	25,000						
Walk-in Cooler in Room 222	Civic Building	25,000						
Replace Windows	Civic Building	\$31,000	\$25,000	\$25,000	\$25,000	\$25,000		
Little Theater Sound Treatment	Civic Building			35,000				
Remodel East Foyer & Vestibule door ways	Civic Building	50,000						
618 Mechanic Roof	Civic Building	60,000						
Civic Roof areas K,M & N (Cover asphalt roof with TPO Rubber Material)	Civic Building	81,000						
2022 Replace Steam lines	Civic Building	85,000						
Elevator Controls	Civic Building	121,950						
Civic Roof area A,B & D Metal Roof Coating	Civic Building	\$105,000						
Exterior Building Decorative lights and arena decorative lights	Civic Building		45,000					
Update Civic Chiller System	Civic Building			\$475,000				
2nd floor restroom ceiling repairs	Civic Building	30,000						
Sewer Lift station - Police department - basement Sewer	Civic Building	110,000						
ADA Improvements	Civic Building	100,000	100,000	100,000	100,000	100,000	100,000	
Civic Convert from Steam to Hot Water Heat System	Civic Building		\$475,000					
Police department lobby remodel	Civic Building	400,000						
Overhead door replacement	Fire- Station 2	12,000						
Master Plan for the Golf Course	Golf Course	20,000						
HVAC updates - Civic	Library	45,000						
Electrical update - install panel and light switches	Library	60,000						
Remodel Public Bathrooms	Library	\$150,000						
JAC replace sand in filters	Park		30,000					
Jones Park Mower Shed	Park		30,000					
Peter Pan Park Pond cleanup	Park		120,000					
Eastside Memorial Park - Resurface Basketball Courts	Park						\$20,000	
Hammond Park - repaint tennis courts	Park						\$16,000	
JAC Slides - repair or new	Park					\$300,000		
Propagation Greenhouse 24x48x8	Park			\$200,000				
Reeble Park - resurface Pickleball courts	Park						\$20,000	
Restroom in Fremont Park	Park				\$150,000			

<u>8/21/2024</u>	<u>Department</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>Years to Bond</u>
Santa Fe Park bathroom renovations	Park			\$150,000				
Mechanic Parking Lots 600-700 Block	Parking Lot	754,935						
Misc. Street Repairs Transfer to Special Street	Paving	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
Street Rehabilitation	Paving	1,000,000	\$1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	
11th Avenue (Mechanic St to Union St) Brick St. Overlay	Paving	35,000						
10th Avenue (Mechanic St to Union St) Brick St. Reconstruct	Paving	75,000						
9th Avenue (Mechanic St to Union St) Brick St. Reconstruct	Paving				500,000			
CCLIP	Paving			\$400,000	\$400,000	\$400,000		
CCLIP Geom. Improvs. K99/Commercial (KS Ave to SCL)	Paving		\$250,000					
CCLIP US 50 From Prairie to West City Limits	Paving	\$400,000						
Riley Avenue (Burlingame to Whittier St) Widening & Overlay	Paving					\$300,000		
Firing Range House Split with County	Police			30,000				
Outdoor warning siren - location tbd	Police				45,000			
Sidewalk Improv. (S. side 15th Ave. from Industrial Rd. to Stanton St.)	Sidewalk			25,000				
ADA Sidewalks	Sidewalk			50,000				
Sidewalk Improv. (S. side 15th Ave. from Graphic Arts to Hatcher St.)	Sidewalk			55,000				
North side of 24th Westridge to Industrial - Grant Match	Sidewalk			70,000				
KDOT TA 12th Ave (Burlingame to Riley) KDOT 80% \$50,000 Healthier Lyon County \$315,000	Sidewalk	72,621	30000 Grant					
KDOT TA 24th Ave (Prairie to Lincoln) KDOT 80% \$50,000 Healthier Lyon County \$315,000	Sidewalk	72,621	30000 Grant					
24th Ave (N Side of Graphic Arts Rd to Westridge Dr)	Sidewalk				100,000			
Hazardous Sidewalk Program & CG Program	Sidewalk	\$100,000	100,000	100,000	100,000	100,000	100,000	
Sidewalk Improv. (12th Ave. from Graphic Arts to Industrial Rd.)	Sidewalk						225,000	
15th Ave (Graphic Arts to Hatcher)	Sidewalk					125,000		
15th Ave (Industrial to Stanton)	Sidewalk				40,000			
24th Ave (Westridge Dr to Industrial Rd)	Sidewalk					125,000		
9th Ave (Eastside Park to Lakeview St)	Sidewalk					45,000		
Sidewalk Improvement (9th Ave from Fairgrounds to Elm)	Sidewalk						100,000	
12th and Merchant Replace signal heads and upgrade cameras to opticon	Sign & Marking		\$90,000					
18th and Industrial N & S And I-35 cammera upgrades	Sign & Marking		\$70,000					
18th & Industrial Replace Signal heads and upgrade controller	Sign & Marking				\$100,000			
Miscellaneous Storm Water Repairs	Storm Water	150,000	150,000	150,000	150,000	150,000	150,000	
Street Preservation	Street	\$200,000	\$300,000	\$200,000	\$200,000	\$200,000	\$200,000	
Hoof stock Sheds - Bison	Zoo	50,000						

<u>8/21/2024</u>	<u>Department</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>Years to Bond</u>
Trumpeter Swan Exhibit; sealing pond/stream, repair waterfall	Zoo	54,000						
Eagle pond renovation/repair of wet well/stream/lower pond	Zoo	120,000						
Bird enclosure sheds, enclosures & ventilation (New USDA Regulations)	Zoo	\$145,000						
Butt Rail Replacement (Bison, mule deer, llama)	Zoo					\$55,000		
Concrete pond reconstruction/valve replacement (NeNe, EBV, Eagle, Bobcat)	Zoo				\$180,000			
Fencing in zoo replaced/repared	Zoo	\$88,900						
King Vulture Remodel (New USDA Regulations)	Zoo	\$195,000						
Off-exhibit holding - chain-link tops added - 6 pens/B runs caging replacement	Zoo				\$86,000			
Split Rail Fence Replacement & Bridge Replacement	Zoo					\$179,000		
Zoo Road removal, relocate utility	Zoo						138,000	
3 phase recycling pump Replaced and new pond aeration pump	Zoo		\$18,000					
Quarantine Facility - Replacement	Zoo						270,000	
Hoofstock Work Area (Bison, mule deer llama) AZA Requirement	Zoo		\$180,000					
Total Multi Year		5,598,027	3,828,800	3,625,000	3,906,000	3,744,000	2,739,000	

<u>8/21/2024</u>	<u>Department</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>Years to Bond</u>
Water Fund to Bond								
PLC Upgrades	Water Plant		1,200,000					
Weaver St (US 50 to 10th Ave)	Water Main				800,000			20
Prairie St. from 30th to Crestview to include Sonora loop	Water Main			960,000				20
Rural St (E Wilman Ct to 18th), W 17th Ave (W Wilman to Rural), W Wilman (17th to 18th)	Water Main						\$850,000	20
S. Cottonwood to East St. From Kansas to Potwin	Water Main							20
S. Union to S. Exchange From Kansas to Potwin	Water Main							20
Sylvan to East from 6th to 4th	Water Main						500,000	20
Sylvan to East from 4th to 2nd with tie ins under the railroad tracks	Water Main							20
Sylvan to East from 2nd to South	Water Main							20
Total Water fund to bond		-	1,200,000	960,000	800,000	-	1,350,000	
Water Fund								
15 Yd Dump Truck (Split with Sewer)	Water Distribution			\$120,000				
Water Information Management System	Water Plant	100,000						
Water Plant Evaluation	Water Plant	360,000						
Filter sand and Anthracite Replacement	Water Plant	\$600,000						
Piping for standpipes and high service	Water Plant							
Replace 1-30 year old pump and motor w/VFD (HS Pump 2)	Water Plant		\$100,000					
Backwash return Pump	Water Plant		\$115,000					
Filter gallery blast and repaint. Basement and clearwell only.	Water Plant			\$200,000				
Ultrasonic level sensor in the filter gallery.	Water Plant			\$20,000				
Intake Electrical Upgrades							150,000	
VFD at River Intake	Water Plant			\$130,000			150,000	
Rehab drive system on sludge basin collator drag	Water Plant			\$18,000				
Slaker room blast and repaint	Water Plant				\$200,000			
Total Water Fund		1,060,000	215,000	488,000	200,000	-	300,000	

<u>8/21/2024</u>	<u>Department</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>Years to Bond</u>
Water Mains - State loans								
Watermain project (Lincoln street under I35 connection)	Water Main			315,000				20
Watermain project (24th Ave to Prairie St to 18th Ave)	Water Main	3,650,000						20
Watermain project Prairie Street (18th Ave to 12th Ave)	Water Main	1,150,000	1,000,000					20
Watermain project Peyton Street (Water Tower to 12th & 6th to South Ave Peyton to Carter)	Water Main	\$1,750,000						20
Watermain project SE Transmission Main	Water Main		\$10,900,000					20
Watermain project Lincoln - 24th to Briarcliff	Water Main			850,000				20
Total State Loan		6,550,000	11,900,000	1,165,000	-	-	-	

<u>8/21/2024</u>	<u>Department</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>Years to Bond</u>
Waste Water Fund to Bond								
Lift Station #1	Sewer Maintenance							20
Lift Station #15	Sewer Maintenance							
Replace Sewer Main from Logan Ave to South of Zoo Ed Bldg (two to one 24" pipe)	Sewer Maintenance							20
Screw Press (Addition to the existing press building with adjoining bulk holding area)	Waste Water Plant				1,750,000			
Total Wastewater to bond		-	-	-	1,750,000	-	-	
Wastewater								
New sanitary sewer camera	Sewer Maintenance							
Waste water plant master plan								
Sewer Main relining	Sewer Maintenance			175,000	175,000			
Replace Lift Station #14	Sewer Maintenance		\$150,000					
Add Fiber to LS #s 4, 6, 7, 8, 13, 14 to add SCADA monitoring	Sewer Maintenance		\$50,000					
15 Yd Dump Truck ((Split with Water)	Sewer Maintenance			\$120,000				
Replace LS #7	Sewer Maintenance			\$100,000				
I&I Study (Smoke test 25% of sanitary sewer system over 4 years)	Sewer Maintenance		400,000	\$400,000	\$400,000	\$400,000		
Upgrade plant telemetry to handle slug loads more efficiently	Waste Water Plant							
WIMS Water Inventory Maintenance System	Waste Water Plant	\$40,000						
Gator	Waste Water Plant		\$30,000					
Pre-sed and retention/holding pond rehabilitation Design	Waste Water Plant							
Pre-sed and retention/holding pond rehabilitation Build	Waste Water Plant							
Clear trees and Replace Perimeter Fencing	Waste Water Plant	50,000	100,000					
South Drying Bed Drainage Grading and Sand rehabilitation	Waste Water Plant		70,000					
Recycle pump station Wastewater Plant to Water Plant	Waste Water Plant					\$500,000		
Total Wastewater Fund		90,000	800,000	795,000	575,000	900,000	-	

<u>8/21/2024</u>	<u>Department</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>Years to Bond</u>
Solid Waste								
Resurface/overlay tipping floor	Transfer Station							
Solid Waste Master Plan	Solid Waste	\$100,000						
Replace shop exhaust system	Shop		60,000					
Roll-Off Truck Replacement (2011)	Collections	\$270,000						
Rear Load Trash Truck Replacement (2010)	Collections	\$321,000						
Automated side load truck (2015)	Collections		\$410,000					
Automated side load truck (2019)	Collections					470,000		
Automated side load truck (2020)	Collections						487,500	
Roll-off truck replacement (2016)	Collections			\$297,000				
Roll-off truck replacement (2018)	Collections					342,000		
Rear-Load Truck and Packer Body (2013)	Collections				\$350,000			
Rear-Load Truck and Packer Body (2017)	Collections				\$350,000			
Grapple Truck with Dump Bed -New item	Collections					250,000		
Side by Side Truckster - New item	Recycling Center							
Automated side load truck (2015)	Recycling Center		\$410,000					
Automated side load truck (2021)	Recycling Center						487,500	
Rear Load Trash Truck Replacement (2013)	Recycling Center			340,000				
Fork Lift Replacement (2018)	Recycling Center			\$52,000				
Horizontal Baler & Conveyor (Replacement)	Recycling Center				\$143,000			
Replace waste oil heater	Recycling Center					\$6,000		
Tipping floor resurfacing	Transfer Station		500,000					
Rubber track skid steer w/rubber blade bucket	Transfer Station		\$110,000					
Rebuild/refurbish track loader plus rent machine	Transfer Station			\$425,000				
Skid Mounted litter vacuum w/trailer	Transfer Station			\$32,500				
Backhoe Replacement (2023)	Transfer Station				\$250,000			
Rehab old landfill equipment shed	Transfer Station					\$90,000		
Replace 2000 1 Ton Service Truck w/ Auto Crane	Transfer Station		70,000					
Total Solid Waste		691,000	1,560,000	1,146,500	1,093,000	1,158,000	975,000	