

Commission Meeting

1:30 p.m.

October 16, 2024

The Governing Body of the City of Emporia, Kansas, met in Regular Session, Wednesday, October 16, 2024, with Mayor Harter presiding and Commissioners Brinkman, Curtis, and Sauder present. Commissioner Smith was absent. Also present were City Manager Cocking, Deputy City Manager Detter, Assistant City Manager Wash, 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
(Board Appointment)**

Homelessness Advisory Board:

It was moved by Commissioner Brinkman seconded by Mayor Harter that Jessica Reth and Rene Hively be appointed to the Homelessness Advisory Board to fill unexpired terms ending September 9, 2026. The vote follows: Commissioner Brinkman, aye; Mayor Harter, aye; Commissioner Curtis, aye; and Commissioner Sauder, aye.

**PLANNING AND DEVELOPMENT
(Annex Property Along S Highway 99)
(Tract 1 and Tract 2)
(Ordinance Number 24-32)**

AN ORDINANCE ANNEXING LAND TO THE CITY OF EMPORIA, KANSAS, to which the City Clerk assigned Ordinance Number 24-32, was presented to the Governing Body for their consideration.

Justin Givens, Planning and Zoning Administrator, was recognized and addressed the Governing Body. He stated the two subject properties adjoin the city by containing a parking area for Soden's Bridge and the walking trail adjacent to the Cottonwood River. He stated Kansas Statutes permits a city to unilaterally annex land if the land adjoins the city and is owned by or held in trust for the city or any agency thereof. The north property does adjoin the city and is city owned property. Land adjoins a city when the only thing separating a city and the land to be annexed is the width of a watercourse. He stated a portion of the property on the south (west) side of the river is directly across the river from the City and therefore adjoins the City for annexation purposes. He stated no resolution, notice, or public hearing are required to annex these properties. He stated the City is only annexing the property described in Tract 1 and Tract 2. No right of way will be annexed. Staff recommend approval of Ordinance Number 24-32 annexing land along S Highway 99 into city limits.

Commissioner Sauder made a motion to approve Ordinance Number 24-32 annexing land along S Highway 99 pursuant to K.S.A. 12-520(a) (1)-(6). Commissioner Curtis seconded the motion. The vote follows: Commissioner Sauder, aye; Commissioner Curtis, aye; Commissioner Brinkman, aye; and Mayor Harter, aye.

PLANNING AND DEVELOPMENT
(MAPC Excerpts Held 9-17-24)
(Request of the Bailey Group, CSJD, LLC and Quik Trip Corp.)
(Approve Final Plat for Flint Hills Crossing Addition)

The Planning Commission met in a regular session on Tuesday, September 17, 2024, with Chair Rogers presiding. Members Ogle, Bucklinger, Barnes, Fowler, and Lingenfelter were present.

City staff: Justin Givens, Planning & Zoning Administrator, was present. Other City Staff present; Jim Ubert, City Engineer.

Chair Rogers called the meeting to order.

2. Consider PC-2024-10 – A Request to Approve a Final Plat for Flint Hills Crossing
Chair Rogers asked if proper notice had been given. Givens confirmed that proper notice was provided to the newspaper.
Chair Rogers asked if any Commissioners needed to recuse themselves or report any ex-parte communications. No ex-parte communications or conflict of interests were reported.
Givens provided the Staff Report.

STAFF REPORT

Application #: PC 2024-10

Applicants: The Bailey Group, CSJD, LLC; Quick Trip Corporation

Owners: Quick Trip Corporation; DeBauge Family Investments LP & CSJD LLC.

Requested Action: Approval of a Final Plat for Flint Hills Crossing

Purpose: Applicants desire to plat an approximately 8-acre tract of land for commercial development

Address: North of Interstate 35 / KTA Exchange | West of Graphic Arts Road

Legal description: A TRACT OF LAND LOCATED IN THE NORTHEAST QUARTER OF SECTION 7, TOWNSHIP 19 SOUTH, RANGE 11 EAST OF THE 6th P.M., IN THE CITY OF EMPORIA, LYON COUNTY, KANSAS, MORE PARTICULARLY DESCRIBED BY BRIAN J WESTBERG, PS 1708, ON JUNE 25, 2024, AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 7; THENCE ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 7 S. 00°26'08" W. 777.83 FEET; THENCE PERPENDICULAR TO THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 7 N. 89°33'52" W. 60.00 FEET TO THE POINT OF BEGINNING ON THE WEST RIGHT OF WAY LINE OF GRAPHIC ARTS ROAD, A PUBLIC STREET IN THE CITY OF EMPORIA; THENCE CONTINUING PERPENDICULAR TO THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 7 N. 89°33'52" W. 191.88 FEET; THENCE ON A CURVE TO THE LEFT WITH A RADIUS OF 350.00 FEET, AN ARC LENGTH OF 162.77 FEET, THE CHORD OF SAID CURVE BEARS 161.31 FEET S. 77°06'45" W.; THENCE S. 63°47'23" W. 407.54 FEET; THENCE S. 86°17'23" W. 122.82 FEET; THENCE S. 63°47'23" W. 54.18 FEET; THENCE S. 41°17'23" W. 122.82 FEET; THENCE S. 63°47'23" W. 171.94 FEET; THENCE S. 26°12'37" E. 100.00 FEET; THENCE N. 63°47'23" E. 235.72 FEET; THENCE S. 66°32'43" E. 38.84 FEET; THENCE ON A NON-TANGENT CURVE TO THE RIGHT WITH A RADIUS OF 400.00 FEET, AN ARC LENGTH OF 126.53 FEET, THE CHORD OF SAID CURVE BEARS 126.00 FEET S. 05°40'10" E.; THENCE S. 03°23'33" W. 107.04 FEET TO THE NORTHERLY RIGHT OF WAY LINE OF INTERSTATE HIGHWAY 35; THENCE ALONG THE NORTHERLY RIGHT OF WAY LINE OF SAID INTERSTATE HIGHWAY 35 THE FOLLOWING SIX COURSES: N. 71°07'17" E. 9.51 FEET, N. 88°37'49" E. 73.05 FEET, S. 69°52'32" E. 203.95 FEET, N. 70°25'53" E. 558.59 FEET, N. 00°26'08" E. 150.67 FEET, N. 44°57'09" E. 28.52 FEET TO THE WEST RIGHT OF WAY LINE OF GRAPHIC ARTS ROAD, A PUBLIC STREET IN THE CITY OF EMPORIA, BEING 60.00 FEET WEST OF THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 7; THENCE ALONG THE WEST RIGHT OF WAY LINE OF SAID GRAPHIC ARTS ROAD, BEING PARALLEL WITH AND 60.00 FEET WEST OF THE EAST LINE OF THE NORTHEAST QUARTER OF SAID SECTION 7 N. 00°26'08" E. 355.34 FEET TO THE POINT OF BEGINNING, CONTAINING 11.08 ACRES

Area Size: 11 acres +/- total land including right of way – 8-acre developable land

Existing Zoning: Flex-Use Low

Surrounding Zoning:

North: Flex-Use Low | Multi-Family

East: Civic | Public
South: Interstate 35
West: Flex-Use Low

Surrounding Actual Uses:

North: Vacant Property | Chapel Ridge Apartment Homes
East: Flint Hills Technical College
South: Interstate 35
West: Vacant Property

Future Zoning in ELC Comp. Plan: Flex-Use Low

Analysis:

The applicant has requested to plat an 8-acre tract of land and associated right of way to develop a commercial convenience store with gas and diesel fueling stations. The proposed plat will extend the north exit from the I35 round about, which will then tie into a new road that connects to Graphic Arts Road. This road will also eventually continue west to serve future development.

The property being platted is only one piece of a 64-acre tract of land that. These infrastructure improvements including roads, water, and sewer will be placed to accommodate future development. At this time there are no plans to plat the remaining 64-acres, but rather individual pieces will be platted as development occurs. Staff is aware that this is not the most ideal approach to development, but is mindful of looking at possible future development on the remaining property to ensure maximum benefit and minimize duplicative services, or possible conflicts between developments.

1. Plat Name: The proposed name of the plat is Flint Hills Crossing, which meets requirements.
2. Legal Description: The legal description shown on the preliminary plat meets requirements.
3. Lots: One lot is proposed, which is acceptable.
4. Blocks: As this is for one commercial lot, no block identification is required.
5. Streets and Access: The development is adjacent to Interstate 35 and Graphic Arts Road.
 - Crossing Boulevard will connect the development to Graphic Arts and serve as an internal circulation road.
 - Flint Hills Way will be extended north from the I35 roundabout and connect with Crossing Boulevard.
 - A Roundabout is proposed for the Flint Hills Way / Crossing Boulevard intersection.
 - Appropriate Access Control has been provided for the development.
 - KDOT and KTA both have consulted on and reviewed the circulation plans for the development and we are awaiting final approval from KDOT.
6. Building Lines:
 - A 30 foot building setback line has been provide along Flint Hills Way and Crossing Boulevard which is acceptable.
 - A 50 foot building setback line has been provided along Graphic Arts Road and Interstate 35 which is acceptable.
7. Easements: Easements for utilities are shown on the plat.

- An additional 15 foot easement shall be provided for within the building setback line.
8. Reserves: No reserves are shown on the plat.
9. Drainage: The City Engineer has approved the drainage plan for the property. The development will utilize underground storage systems as opposed to traditional drainage/retention ponds and drainage has been contemplated for this site only.
10. Public & Private Improvements: A utility plan has been reviewed by the Utility Advisory Board, and other private utilities. An additional 15 foot easement shall be shown on the plat within the building setback line.
- Streets & Sidewalks: A 100 foot right of way has been provided for both Crossing Boulevard and Flint Hills Way, which is of adequate site to accommodate the proposed street widths, sidewalks, and utilities.
 - Sanitary Sewer: An existing sanitary sewer line will be capped and left in place and a new sewer main of sufficient size will be installed to accommodate the current proposed development and future development in the area.
 - Water: The lot will be served by an appropriately sized line as approved by city code.
 - Fire Protection: The Fire Marshall will approve the location of hydrants during the final street design.
 - Private Utilities: The applicant has met with all private utility companies and an additional easement shall be provided for within the building setback line.
11. Miscellaneous: There are several typographical errors on the face of the plat that will need to be corrected prior final adoption of the Governing Body.

Neighborhood Communications: At the time of writing this report, staff has not been in contact with any adjacent property owners.

Recommendation: Staff recommends a motion to recommend approval of the Final Plat subject to staff and Planning Commission comments to the Governing Body.

Attachments: Final Plat / Revised Preliminary Plat / Aerial Map / Zoning Map

Commissioner Bucklinger asked about the zoning for the remaining property. Givens stated that it was currently zoned Flex-Use Low and he did not anticipate any rezoning requests. Bucklinger also asked about the approval process from KDOT. Jim Ubert, City Engineer, spoke about the KDOT approval process running concurrently with the platting process. KDOT has requested that the plat be approved before issuing final approval for the road design.

Commissioner Rogers, stated that if there was a major change to the plat it would require additional review from the Planning Commission.

Commissioner Fowler asked about the existing drainage and how the new development would work. Ubert, stated the design for QuikTrip would actually reduce runoff and had met the city's stormwater requirements.

The Public Hearing was opened.

Trenton Worley, BG Consultants, Applicant's Agent, spoke in favor of the application for his clients. Mr. Worley stated that the project was moving forward with road design and other infrastructure design, and this was one of the steps necessary to move the development forward.

No person spoke against the plat.

The Public Hearing was closed

Commissioner Barnes made a motion to recommend approval of the plat to the City Commission contingent upon final approval from KDOT. Commissioner Lingenfelter seconded the motion. The motion carried 6-0.

Justin Givens, Planning and Zoning Administrator, was recognized and addressed the Governing Body. He stated the owners of property located north of I-35 and west of Graphic Arts Road have requested that a final plat be approved for their property. He stated Flint Hills Crossing Addition is an approximately 8-acre tract of land that is being platted for the development of a future Quik Trip Traveler Convenience location. The proposed plat would allow for the development of an approximately 7,400 sq. ft. convenience store with 8 auto gas islands and 6 tractor trailer diesel islands. The plan proposes the use of underground storage to meet the city's stormwater regulations. The stormwater plan has been approved by the City Engineer. He stated there will also be a residual area that has the potential for additional development to the east of the proposed travel center. The applicants, city staff and KDOT have worked to ensure that connecting roads that are included within the plat work with future highway plans. The applicants have provided the necessary access controls and appropriate openings to control traffic flow in and out of the development. Staff recommend approval of the final plat for Flint Hills Crossing Addition.

Commissioner Brinkman made a motion to approve the final plat for Flint Hills Crossing Addition. Commissioner Sauder seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Sauder, aye; Commissioner Curtis, aye; and Mayor Harter, aye.

ENGINEERING
(Flint Hills Crossing - Project No. PV2205)
(Right of Way, Permanent Sanitary Sewer and Drainage Easements)

Jim Ubert, City Engineer, was recognized and addressed the Governing Body. He stated Flint Hills Crossing Phase 1 improvements will provide the City infrastructure to serve the Quik Trip site. He stated the right of way, permanent sanitary sewer easement

and permanent drainage easement documents were donated by The Bailey Group, LP and CSJD, LLC for the construction of the Flint Hills Crossing Phase 1 improvements. He stated there is no financial consideration as documents were donated in conjunction with the platting. Staff recommend accepting the right of way, permanent sanitary sewer easement and permanent drainage easement.

Commissioner Brinkman made a motion to accept the right of way, permanent sanitary sewer easement and permanent drainage easement. Commissioner Curtis seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Curtis, aye; Commissioner Sauder, aye; and Mayor Harter, aye.

**CITY COMMISSION
(Intent to Issue General Obligation Bonds - \$3,218,275.00)
(Flint Hills Crossing – Public Improvements Infrastructure)
(Resolution Number 3741)**

Mark Detter, Deputy City Manager, was recognized and addressed the Governing Body. He stated the Flint Hills Crossing Subdivision has been in various stages of development. The City Engineer, KDOT and Planning and Zoning are ready for the development plan to progress where the City will allow for the issuance of \$2,000,000.00 in public improvements. He stated the Community Improvement District (CID) will be financing the site from revenue captured from the site once the proposed Quik Trip is developed and generates revenue. The improvement costs will be approximately \$3,500,000.00 to \$3,750,000.00, with the CID paying 50% of the costs. He stated the City believes adequate infrastructure for the site meets future land growth projections and staff recommend approval of Resolution Number 3741 authorizing improvements for Flint Hills Crossing Subdivision.

Commissioner Sauder made a motion to approve Resolution Number 3741, a resolution authorizing expenditure through the issuance of General Obligation Bonds for the purpose of improvements to Flint Hills Crossing Subdivision. Commissioner Brinkman seconded the motion. The vote follows: Commissioner Sauder, aye; Commissioner Brinkman, aye; Commissioner Curtis, aye and Mayor Harter, aye.

ENGINEERING
(Flint Hills Crossing - Project No. PV2205)
(Paving and Utility Improvements)
(Bids)

Jim Ubert, City Engineer, was recognized and addressed the Governing Body. He stated bids were received for Flint Hills Crossing, Phase 1 for paving and utility improvements that will provide the infrastructure to serve the proposed Quik Trip site. The bids are as follows:

Contractor	Base Bid
<i>Bruce Davis Construction, LLC</i>	<i>\$2,687,630.03</i>
Ebert Construction Co., Inc.	\$3,220,943.17
Middle Creek Corporation	\$3,348,262.35
Apex Excavation LLC	\$5,425,115.00
Engineer's Estimate	\$3,693,602.50

He stated the project will be funded on an interim basis by a general bond issue that is to be paid off by the Community Improvement District (CID). He stated Bruce Davis Construction, LLC submitted the lowest, responsive bid and based on recent work performed for the City, they are qualified to construct Flint Hills Crossing project. He stated staff recommend awarding the bid to Bruce Davis Construction, LLC for the base bid amount of \$2,687,630.03 subject to KDOT approval.

Commissioner Curtis made a motion to award the bid to Bruce Davis Construction, LLC for the base bid amount of \$2,687,630.03 subject to KDOT approval. Commissioner Sauder seconded the motion. The vote follows: Commissioner Curtis, aye; Commissioner Sauder, aye; Commissioner Brinkman, aye; and Mayor Harter, aye.

INDUSTRIAL REVENUE BONDS
(Intent to Issue IRB's for \$3,500,000.00 for 502 Lofts, LLC)
(Public Hearing)
(Resolution Number 3742)

Taylor Wash, Assistant City Manager, was recognized and addressed the Governing Body. She stated the public hearing and adoption of the proposed resolution are the first steps in the issuance of Industrial Revenue Bonds in the amount of

\$3,500,000.00 for 502 Lofts, LLC, for the purpose of purchasing, acquiring, constructing, furnishing and equipping a commercial and residential facility in Emporia, Kansas. She stated this property is located at 502 Commercial Street. The renovation of the three-story building will include 7 long-term apartments, 3 hotel units and 1 commercial space. This project received a HOPE VI grant in the amount of \$500,000.00 from the Department of Housing and Urban Development (HUD). She stated the property is eligible for sales tax and property tax exemptions for a term of ten (10) years, subject to the fulfillment of the conditions of the City's Public Incentives Policy. The City is not liable for the principal or interest on the bonds under Kansas Statutes. She stated staff recommend a public hearing be opened and adopt Resolution Number 3742 regarding the interest to issued Industrial Revenue Bonds in the amount of \$3,500,000.00 for 502 Lofts, LLC.

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 Brinkman made a motion to adopt Resolution Number 3742, a resolution regarding the intent to issue Industrial Revenue Bonds in the amount of \$3,500,000.00 for 502 Lofts, LLC. Commissioner Sauder seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Sauder, aye; Commissioner Curtis, aye; and Mayor Harter, aye.

CITY MANAGER'S REPORT (Financials & Building Permits)

This is the time for the City Manager to make comments and reports to the public. **The following is general information for the month of September 2024 for the community:**

1. Monthly Local Retail Sales Tax Receipts Update

	2023	2024	
	\$ 482,428.13	\$ 552,225.37	Increase of \$69,797.24 for the month, and
YTD	\$4,794,681.67	\$4,820,763.26	Overall increase of 0.54% from year 2023.

2. City Share from County Tax

	2023	2024	
	\$ 244,386.83	\$ 282,946.41	Increase of \$38,559.58 for the month, and
YTD	\$2,525,468.66	\$2,472,115.79	Overall decrease of 2.16% from year 2023.

Building Permits issued from 9/1/2024 to 9/30/2024 for new construction, remodeling/repairs and demolition.

Total number of building permits issued through Code Services:	50
Total of valuations associated with those building permits:	\$1,245,321.67
Total number of dollars collected for Building Permit Fees:	\$ 8,793.50
Construct – Single-family dwellings	0
Demo – Single-family dwellings	1
Flint Hills Mall CID for September 2024	\$ 19,177.24
YTD	\$ 184,166.74
Pavilions CID for September 2024	\$ 17,614.36
CID #2	\$ 17,602.03
YTD	\$ 282,256.67
Fairview Hotel CID for September 2024	\$ 5,143.08
YTD	\$ 27,670.61

Consent Agenda

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

- a. Approve minutes of the Regular Meeting held on October 2, 2024.
- b. Name City's Portion of Road F.
- c. Adopt Resolution Number 3743 for Local Government Social Media Policy.
- d. Equipment Purchase for Golf Course.
- e. Accept Kretsinger Addition Right of Way and Easements for Project No. HD23KRET.

City Manager Cocking wanted to discuss information on where the City is on the Kretsinger Addition. He stated there were two easements that we could not secure prior to today. The City went to court on both of them, the City reached a \$3,000.00 settlement, out of court, with the owner for a drainage on the Kretsinger Addition. The other remaining easement on the Kretsinger property belongs to the Historical Society. The trustee does not feel that they have the legal authority to transfer the property, and they did ask the City to go through the judicial process and the final hearing has been set. Once those easements have been secured, which will be done in November, the City will ask BG Consultants to reconfirm the construction estimates. The project could be bid out in the spring of 2025. The project does not have the budget for an outside inspector, so it will be done internally. Before moving forward with the project, the City will get estimates, we will reconfirm on estimated sales and make sure the RHID will cover any costs involved in the project. Once bids come in and

depending on what they come at, the project may or may not be feasible, which would include more conversation about moving forward on the project. He stated there are several points to this project and this is simply accepting an easement and preventing any further judicial action.

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

City Manager Cocking stated on Saturday, October 12, 2024, former Commissioner Giefer was awarded the EA Mosher Excellence in Local Government Award by the League of Kansas Municipalities, it is the highest award that they honor. The League provides two plaques, one which will be displayed in the Commission Meeting Room, and one will go to the family.

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 NOVEMBER 6, 2024, MEETING.

- Proclamation for Naming Small Business Saturday.
- Emporia State University Update.
- Resolution to Amend Hazardous Sidewalk Policy.
- Easement for Kretsinger Development.

Study Session: - Emporia Municipal Airport, 1005 Rd 120.

Discuss Increase in Utility Rates.

Discuss Tyler Technologies Work Order Asset Management.

CITY COMMISSION (Governing Body Comment)

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

Commissioner Brinkman wanted to thank City staff for the work they did on the nomination of former Mayor Giefer's EA Mosher Award.

Commissioner Curtis wanted to thank the City for allowing him the opportunity to attend the conference for the Kansas League of Municipalities. He stated it was a great experience. He stated it was really revealing how respected our staff are amongst their peers and colleagues. Trey and Mark and the team certainly are held in high regard amongst individuals and that was really good to see. He also wanted to commit that he serves on a council for the middle school and as part of that, as you know there was a threat to the middle school a few days back and John Martin, the principal there, could not say enough good things about how well our police department fulfilled their duties that day. He mentioned that from the time the threat was reported, to the time it was confirmed, to the time the suspect was in custody was less than 30 minutes. That speaks really well to our police department. They obviously trained and they have obviously done things to prepare for these kinds of situations and he really wanted to thank the police department and their staff for continuing to keep those kinds of things front and center. What the police department is doing to prepare for these types of potential threats is commendable.

EXECUTIVE SESSION

Mayor Harter made a motion to recess into Executive Session for 25 minutes inviting pertinent city staff to discuss confidential data of third parties relating to potential economic development. The justification for executive session is provided in K.S.A. 75-4319 (b)(4) to protect financial affairs and trade secrets of third parties. The open meeting will resume in the City Commission Meeting Room at approximately 11:50 a.m. Commissioner Sauder seconded the motion. The vote follows: Mayor Harter, aye; Commissioner Sauder, aye; Commissioner Brinkman, aye; and Commissioner Curtis, aye.

Upon reconvening the meeting in Regular Session, at 11:50 a.m., this same date, in the City Commission Meeting Room, Commissioner Sauder made a motion to continue the executive session for the reason stated previously with all the same pertinent city staff and resuming the open meeting in the City Commission Meeting Room at approximately

12:01 p.m. Commissioner Brinkman seconded the motion. The vote follows: Commissioner Sauder, aye; Commissioner Brinkman, aye; Commissioner Curtis, aye; and Mayor Harter, aye.

Upon reconvening the meeting in Regular Session, at 12:01 p.m., this same date in the City Commission Meeting Room. Mayor Harter stated they had discussed confidential data of third parties relating to potential economic development projects and no action was taken.

Commissioner Sauder made a motion to recess the meeting to 12:20 p.m., to Conference Room 1AB. Commissioner Brinkman seconded the motion. The vote follows: Commissioner Sauder, aye; Commissioner Brinkman, aye; Commissioner Curtis, aye; and Mayor Harter, aye.

The following items were discussed at the Study Session:

1. Discuss Economic Development Organizational Assessment Review.
2. Discuss Snow Removal Policy.

1. Economic Development Organizational Assessment Review.

Following discussion of the report submitted by VisionFirst for an Economic Development Organizational Assessment, Mayor Harter made a motion to create an Economic Development Steering Committee and nominated Commissioners Brinkman and Smith to serve. The Steering Committee will consist of a Chair and/or Executive members from the following organizations:

Regional Development Association – 2 members
Emporia Main Street – 2 members
Emporia Area Chamber of Commerce – 2 members
Visit Emporia – 1 member
Transient Guest Tax – 1 member
Emporia State University – 1 member
FHTC – 1 member
Lyon County Commissioner - 1
Lyon County – 2 members
Emporia Enterprises – 1 member
City Manager
Assistant City Manager
City Commissioner – 2 Tyler Curtis to serve if needed.

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

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



Erren Harter, Mayor

ATTEST:


Kerry Sull, City Clerk