



**CITY COMMISSION
WEDNESDAY, JUNE 18, 2025 AT 11:00 AM
CITY COMMISSION CHAMBER**

ORDER OF BUSINESS

CALL MEETING TO ORDER Mayor Erren Harter

MEMBERS PRESENT

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

PROCLAMATIONS

National Teachers Hall of Fame Day Proclamation

Accepted by: Michael Dunlea, Little Egg Harbor, New Jersey; Dr. Valerie Camille Jones Ford, Duluth, Georgia; Tom Jenkins, Fairborn, Ohio; Michelle Pearson, Broomfield, Colorado; Dr. Pascale Creek Pinner, Hilo, Hawaii; 2025 National Teachers Hall of Fame Inductees

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) **Public Hearing for CDBG Grant for Soccer Field Improvement**

Presented by: Mark Detter, Deputy City Manager

Recommended Action: Conduct Public Hearing for CDBG Grant for Soccer Field Improvement

2) **Final Plat for Stormont-Vail Health Emporia Subdivision**

Presented by: Justin Givens, Planning & Zoning Administrator

Recommended Action:

3) **Ordinance No. 25-19 Annexing Land 4500 W. 18th Ave. Pursuant to K.S.A. 12-520**

Presented by: Justin Givens, Planning & Zoning Administrator

Recommended Action: Approve Ordinance No. 25-19 Annexing Land 4500 W. 18th Ave.
Pursuant to K.S.A. 12-520

4) **Ordinance No. 25-20 for Amending the Parcel Type of Property Located at 4500 W. 18th Ave. from Lyon County Agriculture to City of Emporia Commercial and Single-Family Detached Parcel Types**

Presented by: Justin Givens, Planning & Zoning Administrator

Recommended Action: Approve Ordinance No. 25-20 for Amending the Parcel Type of Property

Located at 4500 W. 18th Ave. from Lyon County Agriculture to City of Emporia Commercial and Single-Family Detached Parcel Types

COMMUNICATIONS

Presented by Trey Cocking, City Manager.

- 1) Financials & Permits
- 2) May Budget

CONSENT AGENDA

Presented by Trey Cocking, City Manager.

- 1) Commission Meeting Minutes for June 4, 2025

INFORMATIONAL ITEMS

Presented by Trey Cocking, City Manager.

- 1) Informational Items

GOVERNING BODY COMMENTS

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

EXECUTIVE SESSION

RECESS

Recess to Conference Room 1AB for Study Session

STUDY SESSION AGENDA ITEMS

- 1) Sanitary Sewer Overflows (SSOs)
- 2) Snow Update
- 3) Review Appropriation and Sponsorship Requests
- 4) Community Dashboard

ADJOURNMENT



PROCLAMATION

WHEREAS, the National Teachers Hall of Fame, founded in Emporia in 1989, is committed to recognizing and honoring exceptional career teachers, encouraging excellence in education, and preserving the rich heritage of the teaching profession in the United States; and

WHEREAS, induction into this esteemed honor is reserved for distinguished career teachers who have devoted a minimum of twenty years to full-time classroom teaching from PreK through 12th grade, and the National Hall of Fame has, with this class, recognized 165 exceptional educators who have dedicated their careers to the education and enrichment of America's children; and

WHEREAS, five of the nation's most exemplary career teachers —Michael Dunlea, Little Egg Harbor, New Jersey, Dr. Valerie Camille Jones Ford, Duluth, Georgia, Tom Jenkins, Fairborn, Ohio, Michelle Pearson, Broomfield, Colorado, Dr. Pascale Creek Pinner, Hilo, Hawaii will be inducted into the National Teachers Hall of Fame during a ceremony held in Emporia on June 20, 2025; and

WHEREAS, these career teachers have taken an active leadership role in improving their schools and disciplines, providing learning opportunities, creating a community of learners, making learning meaningful, and elevating the academic achievement of all students; and

WHEREAS, the National Teachers Hall of Fame is also honoring the National Education Association Education Support Professional of the Year, Andy Markus from Utah. While the award showcases one outstanding ESP each year, it also recognizes and honors the contributions that all ESPs make towards ensuring great public schools for every student; and

WHEREAS, the National Teachers Hall of Fame is commemorating educators who have sacrificed their lives at the 11th anniversary rededication of the National Memorial to Fallen Educators, the only national memorial of its kind in the state of Kansas, on June 20, 2025, in Emporia, Kansas; and

WHEREAS, the citizens of Emporia, Kansas, have given their hearts to making the Hall of Fame week be a memorable experience for the inductees and guests through their hospitality and generosity as host families, volunteers, and Friends of Education sponsors, earning Emporia the nickname "Teacher Town, USA" by Teacher Magazine;

NOW, THEREFORE, I, Erren Harter, Mayor of the City of Emporia, Kansas, do hereby proclaim June 20, 2025, as

NATIONAL TEACHERS HALL OF FAME DAY

On this 18th Day of June 2025

ATTEST:

Erren Harter, Mayor

Kerry Sull, City Clerk



Commission Action Report

CDBG Grant Application Public Hearing

Title: CDBG Grant Application Public Hearing

Agenda Date: June 18, 2025

Presented By: Mark Detter, Deputy City Manager

Background:

The City of Emporia, Kansas is submitting a grant application for the 2025 Kansas Small Cities Community Development Block Grant Program under the Kansas Department of Commerce. The purpose of the Grant is to make improvements to the DeBauge Soccer Complex.

Discussion:

The City of Emporia is applying for the CDBG Small Cities Community Development Block Program. It is a federal program with a significant number of requirements. The Public Hearing will involve a description of the project, which currently includes improvements to existing soccer field facilities, including installation of 20-foot black PVC overkick net clearing, and grubbing, finishing, grading, irrigation system sod, LED sports lighting, concrete sidewalks, and fencing. All project activities will take place at 4201 W. 18th Avenue.

The Resolution for the Grant Application will be considered at the July 2, 2025, City Commission meeting.

Financial considerations:

The Grant request will be for \$1,500,000. The City will match at least \$1.5 million with the possibility of additional match up to \$4.65 million.

Recommended action:

Conduct a public hearing.

Attachments:

Publication on Public Hearing

Options for Soccer Complex Improvements

Column
AFFIDAVIT OF PUBLICATION

See Proof on Next
Page

The Emporia Gazette
109 W. 6th Ave
(620) 342-4800

I, Bettina Shank, of lawful age, being duly sworn upon oath, deposes and says that I am the Operations Manager of The Emporia Gazette, a publication that is a "legal newspaper" as that phrase is defined for the city of Emporia, for the County of Lyon, in the state of Kansas, that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

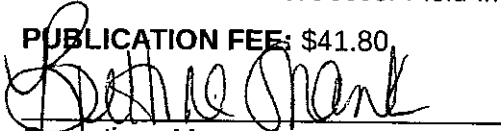
PUBLICATION DATES:

Jun. 10, 2025

Notice ID: G1iEOKAoDSK7AA1rgtG3

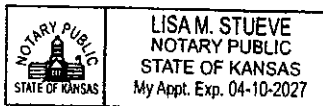
Notice Name: CDBG/Soccer Field Imprv.

PUBLICATION FEE: \$41.80


Operations Manager

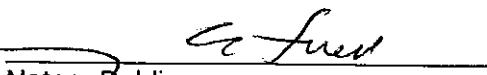
VERIFICATION

STATE OF KANSAS
COUNTY OF LYON



Signed or attested before me on this

10th day of June, A.D. 2025.


Notary Public

(First Published in the Emporia Gazette on June 10, 2025).

Public Hearing Notice

Community Improvement Application
The City of Emporia, KS will hold a public hearing on Wednesday, June 18, 2025, at 11:00 am in the City Commission Chambers located at 518 Mechanic St., Emporia, KS 66801, for the purpose of considering an application to be submitted to the Kansas Department of Commerce for Small Cities Community Development Block Grant funds under the Community Facilities Large Grants category.

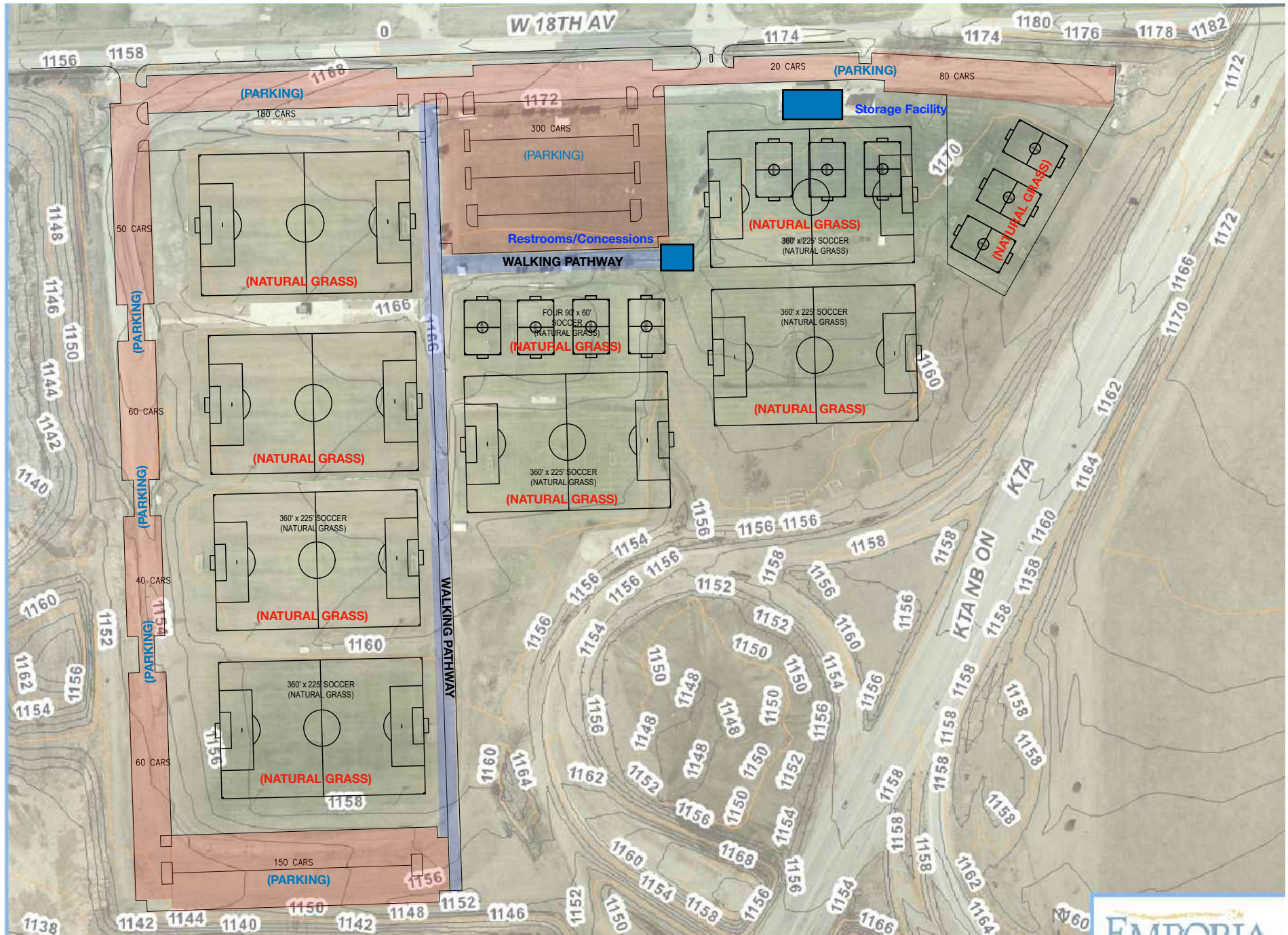
A specific project application to be considered is a Soccer Field Improvement Project that will consist of improvements to existing soccer field facilities including installation of a 20-foot black PVC overkick net, clearing and grubbing, finish grading, irrigation system, sod, LED sports lighting, concrete sidewalks, and fencing. All project activities will occur at 3201 West 18th Avenue, Emporia, KS 66801. The estimated project cost is \$7,650,387.00, with the grant request for \$1,500,000.00 of the project cost.

Other project proposals introduced at the hearing will be considered. Oral and written comments will be recorded and become a part of the City of Emporia's CDBG Citizen Participation Plan. If you need accommodations due to a disability to participate in this event, meeting, or activity, or alternative format of written materials contact City of Emporia Brandi Galbreath, ADA Coordinator at least 48 hours before the public hearing at 620-343-4291 or bgalbreath@emporiaks.gov.

Debaugue Family Sports Complex

Improvement Ideas - June 2022 #1 (Natural Grass)

4201 W. 18th Ave.



Emporia Recreation Commission
DeBauge Family Sports Complex
Estimate of Probable Construction Costs #1

VSR Design

Thursday, June 16, 2022

ITEM	QUANT.		UNIT COST	ITEM TOTAL
Overall Site				
Demo	1	AL	\$ 10,000	\$ 10,000
Site Control	1	AL	5,000	5,000
Earthwork - Cut	5,000	CY	3	15,000
Earthwork - Fill	5,000	CY	2	10,000
Erosion Control	1	AL	5,000	5,000
Storm Drainage Work	1	AL	50,000	50,000
Finish Grading Perimeter	90,000	SF	0	9,000
Seeding	90,000	SF	0	13,500
300 Space Parking (Paved-No Curbs)	400	EA	1,500	600,000
Landscaping Allowance	1	AL	40,000	40,000

\$757,500

ITEM	QUANT.		UNIT COST	ITEM TOTAL
Restrooms, Concessions and Storage Building				
Restroom	SF	750	\$ 350	\$ 262,500
Concession	SF	750	350	262,500
Storage Building	SF	1,000	350	350,000

875,000

Emporia Recreation Commission
DeBauge Family Sports Complex
Estimate of Probable Construction Costs #1

VSR Design

Thursday, June 16, 2022

ITEM	QUANT.		UNIT COST	ITEM TOTAL
Natural Grass Soccer Field x 8				
Clearing & Grubbing	800,000	SF	\$ 0.50	\$ 400,000.00
Finish Grade	800,000	SF	0.75	600,000
Irrigation	800,000	LF	0.60	480,000
Sod	800,000	SF	0.65	520,000
Concrete sidewalk (allowance)	20,000	SF	8	160,000
8' Perimeter Fence (Black PVC)	6,000	LF	48	288,000
20' Overkick net	16	EA	25,000	400,000
New Goals	8	PR	15,000	120,000
Sports Lighting (LED)	8	AL	275,000	2,200,000

\$5,168,000

ITEM	QUANT.	UNIT COST	
Engineering and Permitting	8.00%	\$ 3,413,200	\$273,056
General Conditions	10.00%	3,413,200	\$341,320
Construction Testing	1.00%	3,413,200	\$34,132
Contingency	5.00%	4,027,576	\$201,379

Estimated Project Total

\$ 7,650,387

This aerial site plan illustrates a sports complex layout. The plan includes several soccer fields: three 360' x 225' natural grass fields on the left, four 360' x 225' synthetic turf fields in the center, and one 360' x 225' synthetic turf field on the right. Parking areas are designated for 180, 300, 50, 60, 40, and 150 cars. Other features include a storage facility, restrooms/concessions, and walking pathways. The plan is overlaid on a topographic map showing elevation contours and street names like W 18th Av and KTA NB ON.

Emporia Recreation Commission
DeBauge Family Sports Complex
Estimate of Probable Construction Costs #2

VSR Design

Thursday, June 16, 2022

ITEM	QUANT.	UNIT COST	ITEM TOTAL
Overall Site			
Demo	1 AL	\$ 10,000	\$ 10,000
Site Control	1 AL	5,000	5,000
Earthwork - Cut	5,000 CY	3	15,000
Earthwork - Fill	5,000 CY	2	10,000
Erosion Control	1 AL	5,000	5,000
Storm Drainage Work	1 AL	50,000	50,000
Finish Grading Perimeter	90,000 SF	0	9,000
Seeding	90,000 SF	0	13,500
300 Space Parking (Paved-No Curbs)	400 EA	1,500	600,000
Landscaping Allowance	1 AL	40,000	40,000

\$757,500

ITEM	QUANT.	UNIT COST	ITEM TOTAL
Restrooms, Concessions and Storage Building			
Restroom	SF 750	\$ 350	\$ 262,500
Concession	SF 750	350	262,500
Storage Building	SF 1,000	350	350,000

875,000

Emporia Recreation Commission
DeBauge Family Sports Complex
Estimate of Probable Construction Costs #2

VSR Design

Thursday, June 16, 2022

ITEM	QUANT.	UNIT COST	ITEM TOTAL
Synthetic Soccer Fields			
Soil Stabilization (Allowance)	300000 SF	\$0.75	225,000
6" Depth - Gravel Subgrade	3750 tons	40	150,000
Finish Grade (Subgrade & Gravel)	100,000 SF	0.75	75,000
Fabric on Subgrade	100,000 SF	0.25	25,000
Perimeter Drain	1,300 LF	36	46,800
Nyloplast Drains	4 LF	1,500	6,000
Exit Pipe	110 LF	80	8,800
Flat Pipe	4,200 LF	8	33,600
Perimeter Curb (12"x8")	1,300	30	39,000
Perimeter Nailer	1,300 LF	5	6,500
Synthetic Turf	350,000 SF	6	1,925,000
Safety Pad	SF	1	-
Concrete sidewalk (allowance)	9,000 SF	8	72,000
8' Perimeter Fence (Black PVC)	2,625 LF	48	126,000
20' Overkick net	6 EA	25,000	150,000
New Goals	3 PR	15,000	45,000
Maintenance Equipment	1 AL	15,000	15,000
Sports Lighting (LED)	3 AL	325,000	975,000

\$3,923,700

Emporia Recreation Commission
DeBauge Family Sports Complex
Estimate of Probable Construction Costs #2

VSR Design

Thursday, June 16, 2022

ITEM	QUANT.	UNIT COST	ITEM TOTAL
Natural Grass Soccer Field x 4			
Clearing & Grubbing	400000 SF	\$ 0.50	\$ 200,000.00
Finish Grade	400,000 SF	0.75	300,000
Irrigation	400,000 LF	0.60	240,000
Sod	400,000 SF	0.65	260,000
Concrete sidewalk (allowance)	10,000 SF	8	80,000
8' Perimeter Fence (Black PVC)	3,000 LF	48	144,000
20' Overkick net	8 EA	25,000	200,000
New Goals	4 PR	15,000	60,000
Sports Lighting (LED)	4 AL	275,000	1,100,000

\$2,584,000

ITEM	QUANT.	UNIT COST
Engineering and Permitting	8.00%	\$ 3,413,200
General Conditions	10.00%	3,413,200
Construction Testing	1.00%	3,413,200
Contingency	5.00%	4,027,576

\$273,056

\$341,320

\$34,132

\$201,379

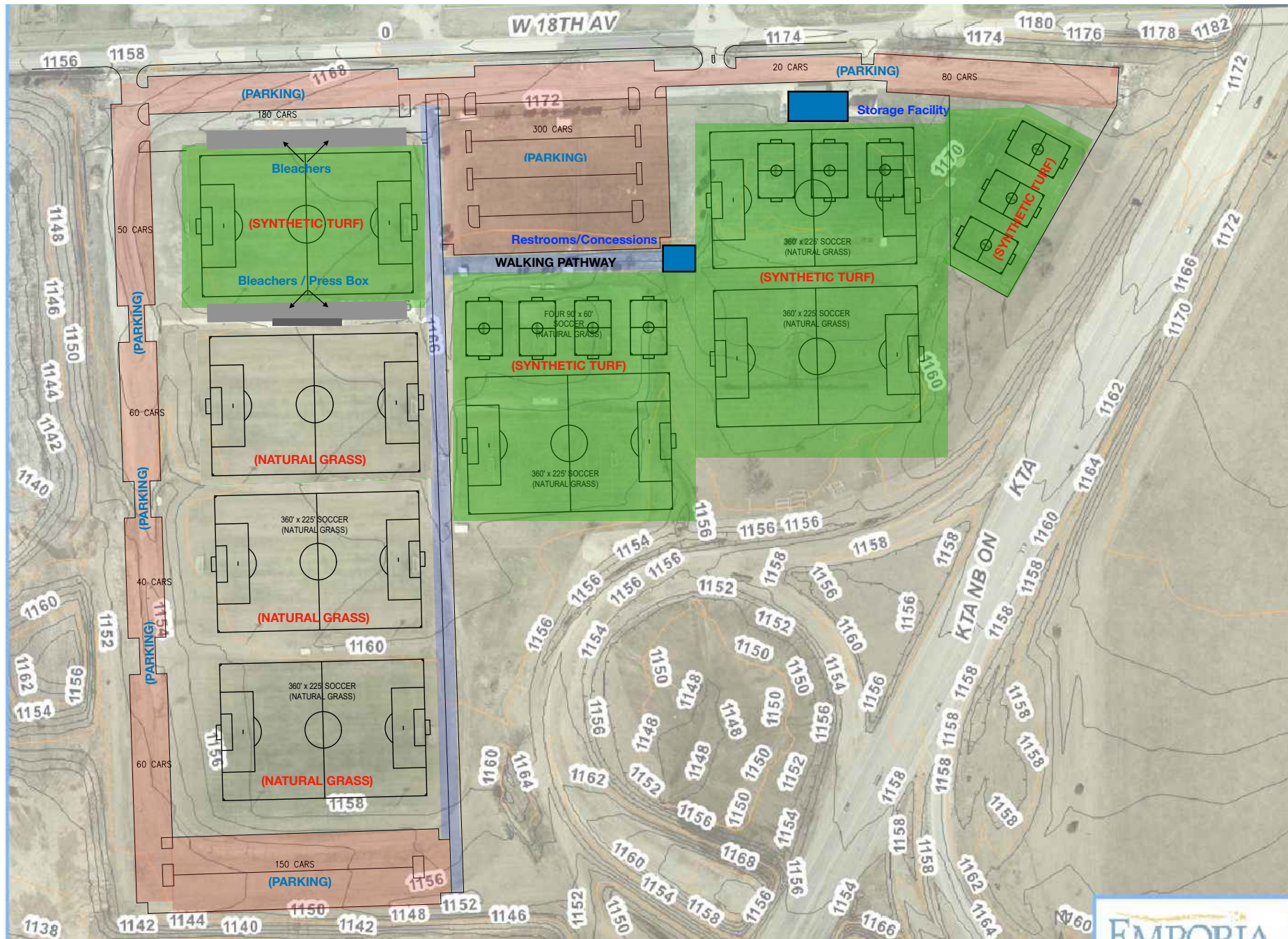
Estimated Project Total

\$ 8,990,087

Debaugue Family Sports Complex

4201 W. 18th Ave.

Improvement Ideas - June 2022 #3 (Natural Grass & Synthetic Turf)



Emporia Recreation Commission
DeBauge Family Sports Complex
Estimate of Probable Construction Costs #3

VSR Design

Thursday, June 16, 2022

ITEM	QUANT.	UNIT COST	ITEM TOTAL
Overall Site			
Demo	1 AL	\$ 10,000	\$ 10,000
Site Control	1 AL	5,000	5,000
Earthwork - Cut	5,000 CY	3	15,000
Earthwork - Fill	5,000 CY	2	10,000
Erosion Control	1 AL	5,000	5,000
Storm Drainage Work	1 AL	50,000	50,000
Finish Grading Perimeter	90,000 SF	0	9,000
Seeding	90,000 SF	0	13,500
300 Space Parking (Paved-No Curbs)	400 EA	1,500	600,000
Landscaping Allowance	1 AL	40,000	40,000

\$757,500

ITEM	QUANT.	UNIT COST	ITEM TOTAL
Restrooms, Concessions and Storage Building			
Restroom	SF 750	\$ 350	\$ 262,500
Concession	SF 750	350	262,500
Storage Building	SF 1,000	350	350,000

875,000

Emporia Recreation Commission
DeBauge Family Sports Complex
Estimate of Probable Construction Costs #3

VSR Design

Thursday, June 16, 2022

ITEM	QUANT.		UNIT COST	ITEM TOTAL
Synthetic Soccer Fields x 5				
Soil Stabilization (Allowance)	500000	SF	\$0.75	375,000
6" Depth - Gravel Subgrade	6250	tons	40	250,000
Finish Grade (Subgrade & Gravel)	168,000	SF	0.75	126,000
Fabric on Subgrade	168,000	SF	0.25	42,000
Perimeter Drain	2,170	LF	36	78,120
Nyloplast Drains	7	LF	1,500	10,500
Exit Pipe	185	LF	80	14,800
Flat Pipe	7,000	LF	8	56,000
Perimeter Curb (12"x8")	2,170		30	65,100
Perimeter Nailer	2,170	LF	5	10,850
Synthetic Turf	585,000	SF	6	3,217,500
Safety Pad		SF	1	-
Concrete sidewalk (allowance)	15,000	SF	8	120,000
8' Perimeter Fence (Black PVC)	4,375	LF	48	210,000
20' Overkick net	10	EA	25,000	250,000
New Goals	5	PR	15,000	75,000
Maintenance Equipment	1	AL	15,000	15,000
Sports Lighting (LED)	5	AL	325,000	1,625,000

\$6,540,870

ITEM	QUANT.		UNIT COST	ITEM TOTAL
Restrooms, Concessions and Storage Building				
Home Team Bleachers (10 Row/700 Seat)	SF	120	\$ 750	\$ 90,000
Visiting Team Bleachers (10 Row/700 Seat)	SF	120	750	90,000
Press Box	SF	200	350	70,000

250,000

Emporia Recreation Commission
DeBauge Family Sports Complex
Estimate of Probable Construction Costs #3

VSR Design

Thursday, June 16, 2022

ITEM	QUANT.	UNIT COST	ITEM TOTAL
Natural Grass Soccer Field x 3			
Clearing & Grubbing	400000 SF	\$ 0.50	\$ 200,000.00
Finish Grade	400,000 SF	0.75	300,000
Irrigation	400,000 LF	0.60	240,000
Sod	400,000 SF	0.65	260,000
Concrete sidewalk (allowance)	10,000 SF	8	80,000
8' Perimeter Fence (Black PVC)	3,000 LF	48	144,000
20' Overkick net	8 EA	25,000	200,000
New Goals	4 PR	15,000	60,000
Sports Lighting (LED)	4 AL	275,000	1,100,000

\$2,584,000

ITEM	QUANT.	UNIT COST	
Engineering and Permitting	8.00%	\$	3,413,200
General Conditions	10.00%		3,413,200
Construction Testing	1.00%		3,413,200
Contingency	5.00%		4,027,576

\$273,056

\$341,320

\$34,132

\$201,379

Estimated Project Total

\$ 11,607,257



Commission Action Report

Final Plat for Stormont-Vail Health Emporia Subdivision

Title: Final Plat for the Stormont-Vail Health Emporia Subdivision

Agenda Date: June 18, 2025

Presented By: Justin Givens, Planning & Zoning Administrator

Background:

The owners of property located at 1700 Road G, generally located in the southeast corner of Road G and W. 18th Ave., have requested that a final plat be approved for their property. The property consists of approximately 20 acres and has recently been annexed and rezoned.

The Planning Commission, at their May 20, 2025 meeting, made a recommendation for approval to the City Commission.

Discussion:

The single lot plat ensures that adequate right of way for a future road network has been dedicated and cleans up issues with the western access road on the DeBauge Soccer Complex.

An easement for the proposed sanitary sewer line shall be provided adjacent to the north right-of-way line and within the 50 ft. front building setback line. An additional easement shall be provided for drainage by separate instrument once final building and site plans are approved.

The Governing Body, when considering a recommendation from the Planning Commission on a Final Plat may; 1) Approve the Plat; 2) Disapprove the Plat; 3) Accept or Refuse any Dedications of Land for Public Purposes within 30 days; 4) Defer any Action for 30 days for the Applicant to Modify or Comply with any Additional Requirements; 5) Return the application to the Planning Commission, giving reasons for doing so and request reconsideration.

Financial considerations:

No city funds are required for the approval of the plat

Recommended action:

Final Plat for the Stormont-Vail Health Emporia Subdivision

Attachments:

Stormont Vail Regional Health Addition Final Plat

Concept Site Plan

Excerpt of Minutes from Planning Commission meeting, including the Staff Report

Aerial Location Map

STORMONT-VAIL HEALTH EMPORIA SUBDIVISION

A plat of part of the Northwest Quarter of Section 7, Township 19 South, Range 11 East of the 6th P.M., City of Emporia, Lyon County, Kansas

CERTIFICATE OF THE CITY COMMISSION

STATE OF KANSAS

CITY OF EMPORIA, ss:

The dedication shown on this plat have been accepted by the City of Emporia, Kansas, this ____ day of _____, 2025.

Erren Harter, Mayor

Kerry Sull, City Clerk

Date

Date

CERTIFICATE OF THE COUNTY CLERK

STATE OF KANSAS

COUNTY OF LYON, ss:

Entered on transfer record this ____ day of _____, 2025.

Amie Jackson Jones, Lyon County Clerk

Date

CERTIFICATE OF THE COUNTY TREASURER

STATE OF KANSAS

COUNTY OF LYON, ss:

I hereby certify that the taxes on the included tracts are current.

Sharon Gaede, Lyon County Treasurer

Date

COUNTY SURVEYOR'S CERTIFICATE

STATE OF KANSAS

COUNTY OF LYON, ss:

This is to certify and acknowledge that I, Warren Chip Woods, County Surveyor for Lyon County, have reviewed this STORMONT-VAIL HEALTH EMPORIA SUBDIVISION pursuant to K.S.A. 58-2001

Warren Chip Woods, P.S. 603, Lyon County Surveyor

Date

CERTIFICATE OF REGISTER OF DEEDS

STATE OF KANSAS

COUNTY OF LYON, ss:

This is to certify that this instrument was filed for record in the register of deeds office on the ____ day of _____, 2025, in Book _____, Page _____

Wendy Weiss, Lyon County Register of Deeds

Deputy

Date

Date

LEGAL DESCRIPTION

A part of the Northwest Quarter of Section 7, Township 19 South, Range 11 East of the 6th P.M., Lyon County, Kansas, written by Travis L. Haizlip, PS 1724 on May 02, 2024 and more particularly described as follows:

Beginning at the Northwest corner of the Northwest Quarter of said Section 7; thence on a NAD 83, Kansas Regional Coordinate System, Zone 9 bearing of North 89 degrees 00 minutes 04 seconds East on the North line of said Northwest Quarter a distance of 958.46 feet to the West line of an excepted tract described as Tract 2 in Document No. 2024-00630 at the Office of the Lyon County Register of Deeds; thence South 00 degrees 59 minutes 56 seconds East on said West line a distance of 898.84 feet; thence South 89 degrees 00 minutes 04 seconds West a distance of 980.11 feet to the West line of said Northwest Quarter; thence North 00 degrees 22 minutes 50 seconds East on said West line a distance of 899.10 feet to the point of beginning. Containing 20.00 acres of land more or less.

OWNERS CERTIFICATION

STATE OF KANSAS

COUNTY OF LYON, ss:

This is to certify that the undersigned is the owner or corporation of record of the land hereon described on the plat, and that he/she has caused the same to be surveyed and subdivided as indicated for the uses and purposes herein set forth, and hereby acknowledge and adopt the same under the style and title indicated.

All street right-of-ways as shown on this plat are hereby dedicated to the public. An easement of license to the public to locate, construct and maintain or authorize the location, construction and maintenance of poles, wires, conduits, water, gas and sewer pipes or required drainage channels or structures to allow storm water discharge into lakes or ponds upon the areas marked on this plat is hereby granted.

Given under my hand at _____, this ____ day of _____, 2025, by

Tracy O' Rourke, Senior Vice President & Chief Operating Officer
STORMONT-VAIL HEALTHCARE, INC.

STATE OF KANSAS

COUNTY OF LYON, ss:

Be it remembered that on this ____ day of _____, 2025, before me, the undersigned, a notary public in and for the County and State aforesaid came Tracy O' Rourke, Senior Vice President & Chief Operating Officer of Stormont-Vail Healthcare Inc., who is personally known to me to be the same person who executed the within instrument of writing.

Notary Public

My Commission Expired: _____

EMPORIA - LYON COUNTY METROPOLITAN AREA PLANNING COMMISSION

STATE OF KANSAS

CITY OF EMPORIA, ss:

This Plat of SMV SUBDIVISION has been submitted to and approved by the Emporia - Lyon County Metropolitan Area Planning Commission this ____ day of _____, 2025.

Raymond Rogers, Chair

Justin Givins, Secretary

CERTIFICATE OF SURVEYOR

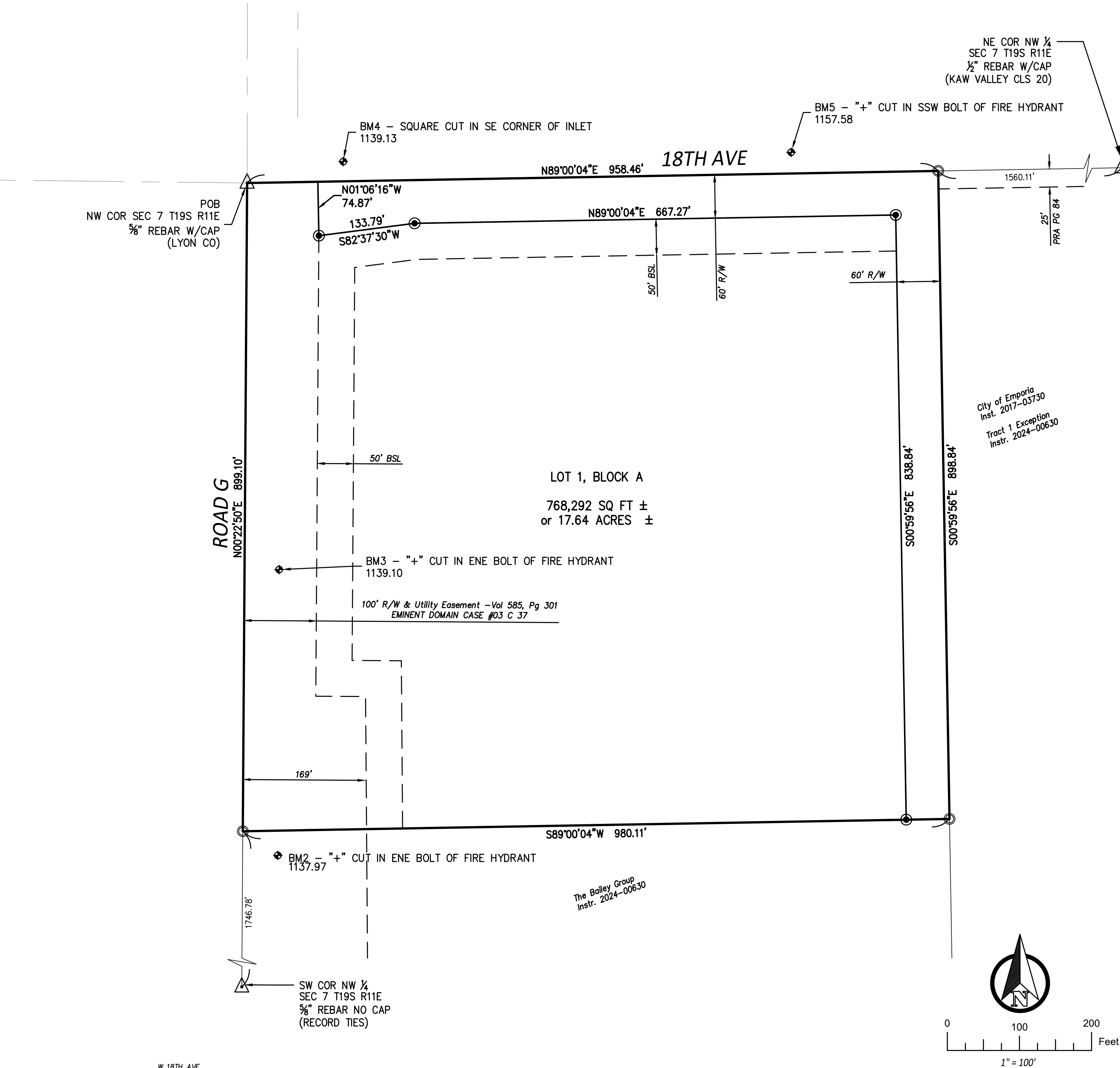
I hereby certify that the heretofore described property was surveyed and subdivided by me or under my supervision, that all subdivision regulations of the City of Emporia, Kansas, and K.S.A. 58-2001 et. seq. and K.A.R. 66-12-1 have been complied with in the preparation of this plat, and that all monuments shown herein actually exist and their positions are correctly shown to the best of my knowledge and belief.

TRAVIS L. HAZILIP, P.S. 1724
COOK, FLATT, AND STROBEL ENGINEERS
2930 SW WOODSIDE DR.
TOPEKA, KS 66614

Prepared by: CFS Engineers
03/26/2025



2930 SW Woodside Dr, Topeka, KS 66614
o: 785-272-4706 f: 785-272-4736



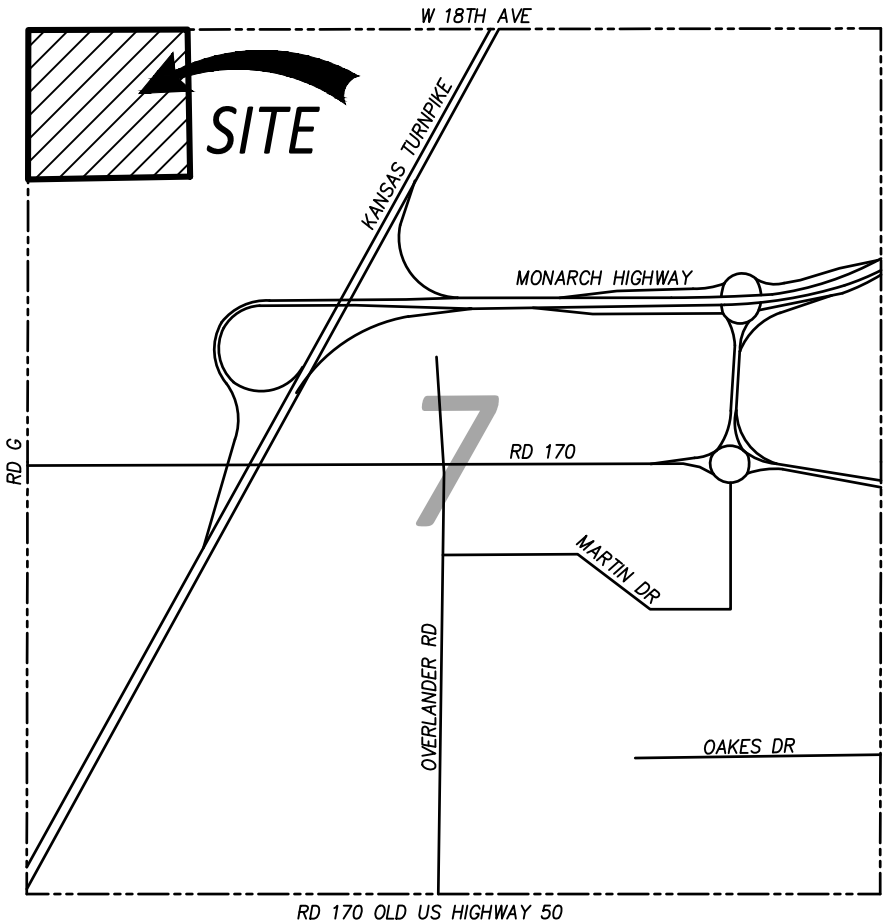
LEGEND

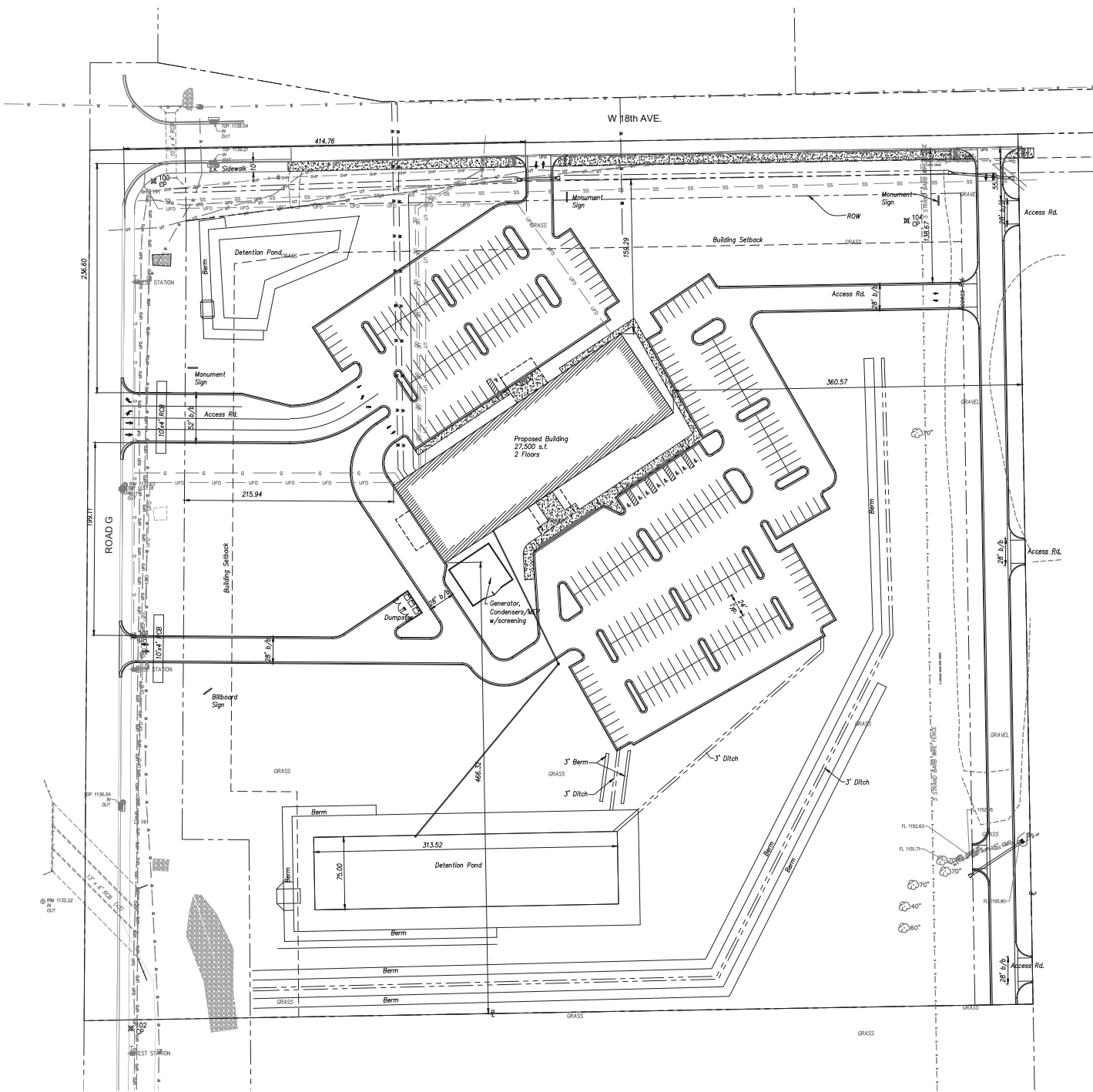
- SECTION CORNER AS NOTED
- FOUND 3/8" REBAR W/CAP (CF&S CLS 80)
- SET 3/8" x 24" REBAR W/CAP (CF&S CLS 80)
- POB POINT OF BEGINNING
- A/E ACCESS EASEMENT
- BSL BUILDING SETBACK LINE

Basis of Bearings: GPS Observation of NAD 83, KRCS Zone 9 on the north line of the NW Quarter of Section 7, being N89°00'04"E.

Surveyor:
CFS Engineers
2930 SW Woodside Dr.
Topeka, KS 66614

Owner/Developer:
Stormont-Vail Healthcare Inc.
1500 SW 10th Ave
Topeka, KS 66604







**EMPORIA-LYON COUNTY METROPOLITAN AREA
PLANNING COMMISSION / BOARD OF ZONING APPEALS
EXCERPT OF MINUTES OF MAY 20, 2025
REGULAR MEETING**

The Planning Commission met in a regular session on Tuesday, May 20, 2025, with Chair Rogers presiding. Commissioners Bucklinger, Thomas, Fowler, Ogle, Lingenfelter, and Reed were present.

City staff: Justin Givens, Planning & Zoning Administrator, was present.

Chair Rogers called the meeting to order.

2. Consider PC 2025-06 – A Request for a Final Plat for Property Located at 1700 Road G.

Chair Rogers asked if proper notice had been given. **Givens** confirmed that proper notice was provided for the item.

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 2025-06

Applicants: Stormont-Vail Regional Health Systems

Owners: Stormont-Vail Regional Health Systems

Requested Action: Review a Final Plat

Purpose: To facilitate future development of the property.

Address: 1700 Road G

Legal description: A part of the Northwest Quarter of Section 7, Township 19 South, Range 11 East of the 6th P.M., Lyon County, Kansas, written by Travis L Haizlip, PS 1724 on May 02, 2024 and more particularly described as follows: Beginning at the Northwest corner of the Northwest Quarter of said Section 7; thence on a NAD 83, Kansas Regional Coordinate System, Zone 9 bearing of North 89 degrees 00 minutes 04 seconds East on the North line of said Northwest Quarter a distance of 958.46 feet to the West line of an excepted tract described as Tract 2 in Document No. 2024-00630 at the Office of the Lyon County Register of Deeds; thence South 00 degrees 59 minutes 56 seconds East on said West line a distance of 898.84 feet; thence South 89 degrees 00 minutes 04 seconds

West a distance of 980.11 feet to the West line of said Northwest Quarter; thence North 00 degrees 22 minutes 50 seconds East on said West line a distance of 899.10 feet to the point of beginning. Containing 20.00 acres of land more or less. Emporia, Lyon County, Kansas

Lot Size: 17.64 acres +/-

Existing Zoning: Commercial

Future Zoning in ELC Comp. Plan: Commercial

Surrounding Zoning:

North	Flex Use Low Civic/Public County Agriculture
East	Flex Use Low
South	County Agriculture
West	Flex Use Low County Flex Use Low

Surrounding Actual Uses:

North	Frontier Farm Credit Lighthouse Baptist Church
East	DeBauge Soccer Complex
South	Vacant Agricultural Land
West	Evergy Schaefer Equipment Co. Agricultural Land

Analysis: The applicant is proposing a single lot plat to provide for future development of the property. The property was previously annexed into the city and all utilities (public and private) are located adjacent to the property. The property was previously in the Metropolitan Growth Area and is considered an area of commercial development in the comprehensive plan.

The existing west entrance for the DeBauge Soccer Complex is actually on the subject property and the applicant has provided dedicated right of way for a new public street that would provide access to DeBauge Soccer Complex and to the property to the south.

The property has been rezoned to a city zoning parcel type, and all conditions of the Preliminary Plat approval have been met.

Plat Name: The proposed name of the development is Stormont-Vail Health Emporia Subdivision which meets requirements.

Legal Description: The legal description shown on the preliminary plat meets requirements and has been reviewed by the County Surveyor.

Lots: The preliminary plat proposes one lot, which is appropriately labeled.

Blocks: A single block is shown, while not necessary for this plat, it is acceptable.

Building Lines: The applicant is proposing a front building setback line of 50 feet. Staff finds this acceptable as it clears all drainage areas, provides better visibility in the area and allows for possible future right of way needs.

Easements: Existing easements along Road G and 18th Ave. will be retained. All utility service lines will be located within existing easements or the public right of way. The Utility Advisory Board has reviewed the plat and individual private utilities have not asked for additional easements at this time.

Reserves: No reserves are shown on the plat, which is acceptable for this development. The drainage area to the west of the property will be within the right of way.

Drainage: A final drainage plan has been reviewed and approved by the City Engineer.

Public & Private Improvements:

- **Streets:**
 - Access will be allowed from both Road G and 18th Ave. Future improvements will be necessary on 18th Ave. with the developer paying a yet to be determined portion of those improvements.

- A new public street will be provided along the east side of the property. This road will provide access to the property to the south, as no access will be granted from US HWY 50. The new street will also provide access to the DeBauge Soccer Complex. A 60 foot right of way has been dedicated for this purpose.
- **Sidewalks:** A sidewalk is currently in place along Road G and a portion of 18th Ave. This sidewalk will be extended to the east thru the property line as part of 18th Ave. road improvements or during any future development of the site.
- **Sanitary Sewer:** The applicant will utilize the sanitary sewer main that is located on the west side of Road G. Sanitary Sewer will be located within the 18th Ave. right of way and will be sized to accommodate future development.
- **Water:** A water main of sufficient size is located on the east side of Road G adjacent to the property. No new water main will need to be extended to the site.
- **Fire Protection:** Hydrants have been provided along Road G and any additional fire lines and hydrants necessary to serve any future development will be reviewed during site plan review. Any new line will be the responsibility of the property owner to install during the development process.
- **Private Utilities:** Private utilities have existing lines within the right of way and no new easements have been requested.

Miscellaneous:

- Prior to the final plat being approved by the City Commission, a Developer's Agreement (which is currently under review) will need to be approved by the City Commission.
- The applicant will need to revise signature titles for the Lyon County Clerk, Emporia Planning Commission Secretary prior to the final plat being submitted to the City Commission.

Neighborhood Communications: No property owners have contacted staff for this portion of the development process of the property. No neighboring property owners have expressed any opposition to the proposed plat or rezoning of the property for previous Planning Commission or City Commission actions.

Recommendation: Staff recommends the Planning Commission make a motion to recommend approval of the Final Plat to the City Commission based on the following;

- 1) The request is consistent with the Comprehensive Plan;
- 2) The request conforms to the intent of the Subdivision Regulations;

Attachments: Final Plat | Aerial Map | Current Zoning Map | Concept Site Development Plan

Commissioner Fowler asked about the drainage on the property. **Givens** stated that the City Engineer would ensure that the property meet the requirements of the City's Stormwater Ordinance and that there was ample space on the property to accommodate any drainage concerns.

The Public Hearing was opened.

Tim Shultz, Stormont-Vail Regional Health, spoke on behalf of the applicants. Mr. Shultz stated that the plat would allow Stormont to build a clinic for the doctors currently working in Emporia.

Jerry Campbell, 1201 Presby Drive, spoke raising concerns about what the definition of a medical clinic and what services would be allowed at the facility. He raised concerns about the duplication of

services in rural hospitals. Campbell stated that the duplication of services would have a negative impact on the current hospital.

The Public Hearing was closed.

Chair Rogers restated the question before the Commission was that, does this plat meet the Subdivision Regulations and requirements that the City set forth. **Givens** answered that yes, the plat met the requirements and regulations.

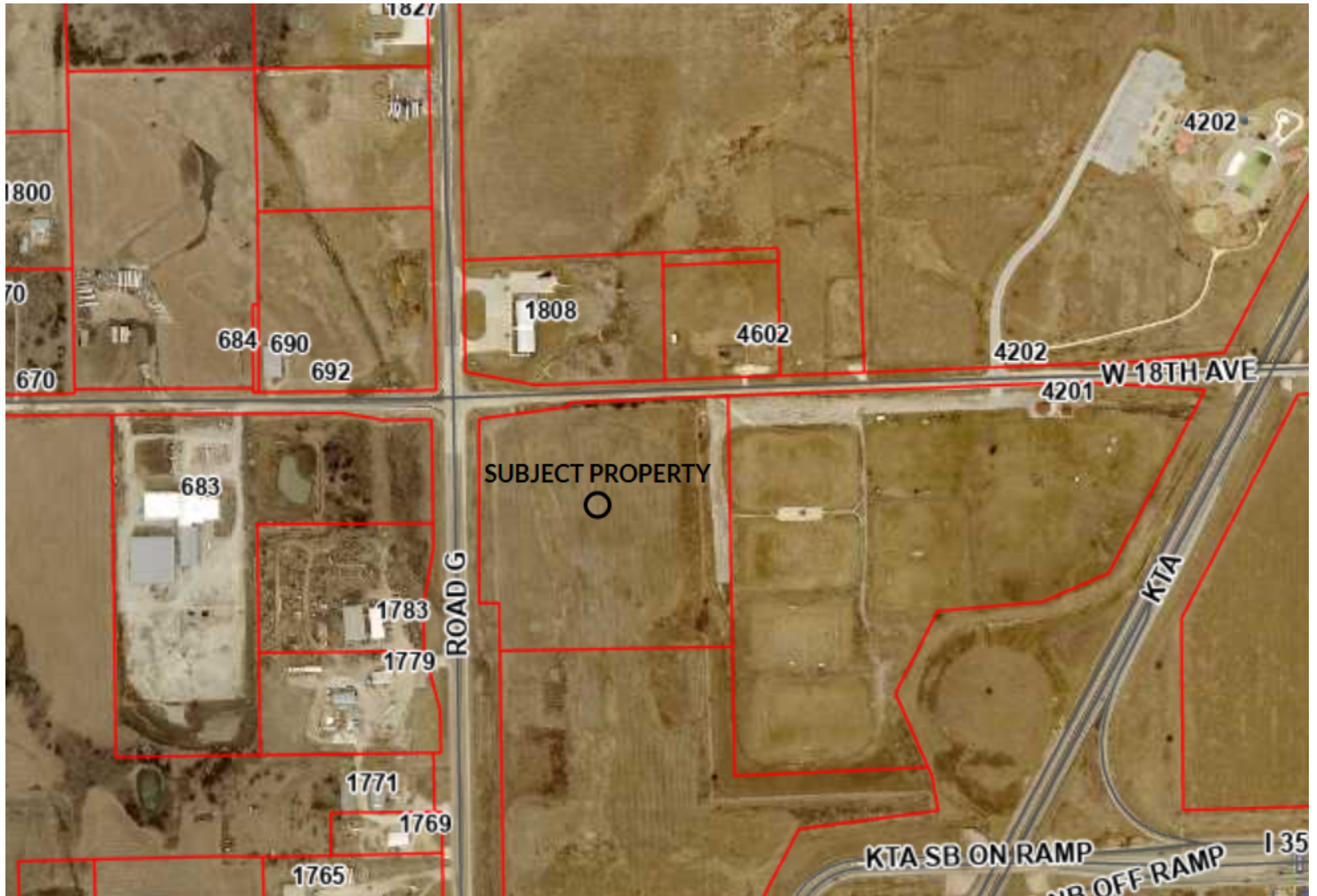
Commissioner Thomas made a motion to recommend approval of the final plat subject to staff comment and finding that the request is consistent with the Comprehensive Plan and conforms with the intent of the Subdivision Regulations. Commissioner Reed seconded the motion. The motion carried 6-1 (Bucklinger).

Adjournment: With no further discussion, the meeting was adjourned.

Respectfully Submitted,

Justin Givens, Secretary

Stormont-Vail
Rezoning / Preliminary Plat
Aerial Photo





Commission Action Report

Ordinance No. Annexing Land Located
at 4500 W. 18th Ave. Pursuant to K.S.A. 12-520

Title: Ordinance No. 25-19 Annexing Land 4500 W. 18th Ave.
Pursuant to K.S.A. 12-520

Agenda Date: June 18, 2025

Presented By: Justin Givens, Planning & Zoning Administrator

Background:

The City of Emporia has received an application for annexation from the owner of property located at 4500 W. 18th Ave. and generally located east of Road G and north of W. 18th Ave. The approximately 40-acre tract of land adjoins the city and is eligible for annexation under K.S.A. 12-520. The annexation request is in anticipation of future residential and commercial development.

The property is currently zoned Lyon County Agricultural. Upon annexation, the property retains its county zoning designation until a subsequent rezoning ordinance is approved for the property assigning city zoning parcel types.

The subject property is within the natural growth area of the city and has public infrastructure readily available. PLAN ELC, the city/county comprehensive plan, anticipates the property being developed as commercial and residential property.

Prior to development, the property owner or a developer will be required to meet all of the requirements of the Subdivision Regulations.

Discussion:

K.S.A. 12-520 permits a city to annex land if the land adjoins the city, and the owner of the subject property has consented to the annexation.

Kansas Annexation Law specifically allows that when a property that adjoins the city, and the owner has consented to annexation, no review from either a city or county Planning Commission, or the Board of County Commissioners is required. The only required action is for the City Commission to adopt an ordinance annexing the property.

Financial considerations:

The cost of publication of the ordinance is borne by the City.

Recommended action:

Approve Ordinance No. 25-19 Annexing Land 4500 W. 18th Ave. Pursuant to K.S.A. 12-520

Attachments:

Annexation Ordinance No. 25-19
Annexation Application
Aerial Location Map
PLAN ELC Area Map

ORDINANCE NO. 25-19

AN ORDINANCE ANNEXING LAND TO THE CITY OF EMPORIA, KANSAS.

WHEREAS, the following described land adjoins the City of Emporia, Kansas, and is generally located at 4500 W. 18th Ave., north of 18th Avenue, and east of Road G; and

WHEREAS, a written consent for annexation of the following described land, signed by all of the owners thereof, has been filed with the City of Emporia, Kansas, pursuant to K.S.A. 12-520, as amended; and

WHEREAS, the governing body of the City of Emporia, Kansas, finds it advisable to annex such land.

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

SECTION 1. That the following described land is hereby annexed and made part of the City of Emporia, Kansas:

A CONTIGUOUS TRACT OF LAND LYING WITHIN THE SOUTHWEST QUARTER OF SECTION 6, TOWNSHIP 19 SOUTH, RANGE 11 EAST OF THE SIXTH PRINCIPAL MERIDIAN, LYON COUNTY, KANSAS, AS ORIGINALLY DESCRIBED AND PREPARED ON SEPTEMBER 26, 2024, BY ERNEST CANTU, JR., P.S. #1407, AND PROFESSIONAL ENGINEERING CONSULTANTS, P.A. (C.L.S. #65), A PROFESSIONAL ASSOCIATION LICENSED TO PRACTICE SURVEYING IN THE STATE OF KANSAS, SAID TRACT OF LAND DESCRIBED BASED ON A BEARING OF SOUTH 89°00'02" WEST, MEASURED FROM THE SOUTHEAST CORNER OF SAID SOUTHWEST QUARTER OF SECTION 6 TO THE SOUTHWEST CORNER OF SAID SOUTHWEST QUARTER OF SECTION 6, USING ZONE 9 OF THE KANSAS REGIONAL COORDINATE SYSTEM (EMPORIA ZONE), WITH ALL BEARINGS CONTAINED HEREIN RELATIVE THERETO, WITH DISTANCES HEREIN MEASURED HORIZONTALLY ON THE GROUND, SAID TRACT OF LAND MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT A 1/2-INCH REBAR WITH YELLOW I.D. CAP STAMPED "KVE CLS20", HELD FOR THE POSITION OF THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF SECTION 6, TOWNSHIP 19 SOUTH, RANGE 11 EAST OF THE SIXTH PRINCIPAL MERIDIAN, LYON COUNTY, KANSAS; THENCE BEARING SOUTH 89°00'02" WEST ALONG THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF SECTION 6 A DISTANCE OF 1067.84 FEET TO THE POINT OF BEGINNING, SAID POINT BEING COINCIDENT WITH THE SOUTHWEST CORNER OF A TRACT OF LAND DESCRIBED IN GENERAL WARRANTY DEED, IN VOLUME 436, PAGE 903, RECORDED ON SEPTEMBER 9, 1998, WITH THE OFFICE OF THE REGISTER OF DEEDS, LYON COUNTY, KANSAS; THENCE CONTINUING WITHOUT DEFLECTION, BEARING SOUTH 89°00'02" WEST ALONG SAID SOUTH LINE OF SAID SOUTHWEST QUARTER OF SECTION 6 A DISTANCE OF 300.00 FEET TO THE SOUTHEAST CORNER OF A TRACT OF LAND DESCRIBED IN JOINT TENANCY WARRANTY

DEED, IN BOOK 444 OF DEEDS, PAGE 495, RECORDED ON MAY 12, 2000, WITH SAID OFFICE OF THE REGISTER OF DEEDS, FROM WHICH A 5/8-INCH REBAR WITH LYON COUNTY I.D. CAP IN A CIRCULAR SURVEY MONUMENT BOX, HELD FOR THE POSITION OF THE SOUTHWEST CORNER OF SAID SOUTHWEST QUARTER OF SECTION 6, BEARS SAME SOUTH 89°00'02" WEST ALONG SAID SOUTH LINE OF THE SOUTHWEST QUARTER OF SECTION 6 AT DISTANCE OF 1150.75 FEET; THENCE BEARING NORTH 0°59'58" WEST, PERPENDICULAR FROM SAID SOUTH LINE OF THE SOUTHWEST QUARTER OF SECTION 6, ALONG THE EAST LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 444, PAGE 495, AND ALONG THE EAST LINE OF A TRACT OF LAND DESCRIBED IN WARRANTY DEED, IN BOOK 448 OF DEEDS, PAGE 607, RECORDED ON JUNE 15, 2001, WITH SAID OFFICE OF THE REGISTER OF DEEDS, A DISTANCE OF 473.00 FEET TO THE NORTHEAST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 448, PAGE 607; THENCE BEARING SOUTH 89°00'02" WEST, PARALLEL WITH THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF SECTION 6 AND ALONG THE NORTH LINE OF SAID TRACT OF LAND DESCRIBED IN BOOK 448, PAGE 607, A DISTANCE OF 400.14 FEET TO THE NORTHWEST CORNER OF SAID TRACT OF LAND DESCRIBED IN BOOK 448, PAGE 607, ALSO BEING COINCIDENT WITH THE NORTHEAST CORNER OF A TRACT OF LAND DESCRIBED IN INDIVIDUAL TRUSTEE'S DEED, IN DOCUMENT NUMBER 2015-04746, RECORDED ON DECEMBER 30, 2015, SAID POINT ALSO BEING PERPENDICULARLY NORTH FROM SAID SOUTH LINE OF THE SOUTHWEST QUARTER OF SECTION 6, NORTH OF A POINT 750.61 FEET EAST OF THE SOUTHWEST CORNER OF SAID SOUTHWEST QUARTER OF SECTION 6 AS DESCRIBED IN SAID BOOK 448, PAGE 607, AND AS DESCRIBED IN SAID DOCUMENT NUMBER 2015-04746; THENCE CONTINUING WITHOUT DEFLECTION, BEARING SOUTH 89°00'02" WEST, ALONG THE NORTH LINE OF SAID TRACT OF LAND DESCRIBED IN SAID DOCUMENT NUMBER 2015-04746, A DISTANCE OF 741.52 FEET TO THE WEST LINE OF SAID SOUTHWEST QUARTER OF SECTION 6, BEING COINCIDENT WITH THE NORTHWEST CORNER OF SAID TRACT OF LAND DESCRIBED IN SAID DOCUMENT NUMBER 2015-04746, FROM WHICH THE SOUTHWEST CORNER OF SAID SOUTHWEST QUARTER OF SECTION 6 BEARS SOUTH 0°06'04" WEST ALONG SAID WEST LINE AT A DISTANCE OF 473.09 FEET; THENCE BEARING NORTH 0°06'04" EAST ALONG SAID WEST LINE OF THE SOUTHWEST QUARTER OF SECTION 6 A DISTANCE OF 1139.80 FEET, FROM WHICH A 5/8-INCH REBAR WITH ILLEGIBLE CAP (POSSIBLY RESET BY STEVEN S. BROSEMER, PS#752, ON OCTOBER 15, 2001), HELD FOR THE POSITION OF THE NORTHWEST CORNER OF SAID SOUTHWEST QUARTER OF SECTION 6, BEARS NORTH 0°06'04" EAST ALONG SAID WEST LINE AT A DISTANCE OF 1027.56 FEET; THENCE BEARING NORTH 89°45'42" EAST A DISTANCE OF 910.45 FEET; THENCE BEARING SOUTH 89°47'19" EAST A DISTANCE OF 50.91 FEET; THENCE BEARING NORTH 56°32'40" EAST A DISTANCE OF 76.62 FEET; THENCE BEARING NORTH 89°46'33" EAST A DISTANCE OF 450.00 FEET TO THE WEST LINE OF SAID TRACT OF LAND DESCRIBED IN GENERAL WARRANTY DEED, IN VOLUME 436, PAGE 903; THENCE BEARING SOUTH 0°57'59" WEST ALONG SAID WEST LINE OF SAID TRACT OF LAND DESCRIBED IN VOLUME 436, PAGE 903, A DISTANCE OF 1635.42 FEET TO THE POINT OF BEGINNING; SAID TRACT OF LAND BEING SUBJECT TO CITY OF EMPORIA ROAD RIGHT OF WAY FOR WEST 18TH AVENUE ON THE SOUTH 45 FEET THEREOF, AS DESCRIBED IN RIGHT OF WAY TRACT NO. 1, IN VOLUME 531, PAGE 271, RECORDED ON MARCH 30, 2000, WITH SAID OFFICE OF THE REGISTER OF DEEDS; SAID TRACT OF LAND BEING SUBJECT TO LYON COUNTY ROAD RIGHT OF WAY FOR ROAD G ON THE WEST 55 FEET THEREOF, AS DESCRIBED IN EASEMENT TRACT NO. 5-A, IN VOLUME

296, PAGE 509, RECORDED ON OCTOBER 14, 1966, WITH SAID OFFICE OF THE REGISTER OF DEEDS; SAID TRACT OF LAND BEING SUBJECT TO CITY OF EMPORIA ROAD RIGHT OF WAY FOR ROAD G ON THE WEST 100 FEET, MEASURED ALONG THE SOUTH 260.42 FEET OF THE MOST WESTERLY LINE OF SAID TRACT OF LAND, AS DESCRIBED IN RIGHT OF WAY, IN VOLUME 541, PAGE 603, RECORDED ON AUGUST 10, 2001, WITH SAID OFFICE OF THE REGISTER OF DEEDS; SAID TRACT OF LAND THEREOF CONTAINING 41.839 GROSS ACRES, MORE OR LESS, AND CONTAINING 40.000 NET ACRES, MORE OR LESS, EXCLUSIVE OF SAID ROAD RIGHTS OF WAY; END OF DESCRIPTION.

Including any and all adjacent right-of-way,

SECTION 2. This ordinance shall take effect and be in force from and after its publication in the official city newspaper.

PASSED AND APPROVED by the Governing Body of the City of Emporia, Kansas, this 18th day of June, 2025.

Erren Harter, Mayor

ATTEST:

Kerry Sull, City Clerk



PLANNING AND ZONING DEPARTMENT
522 Mechanic Street
Emporia, KS 66801
Phone: 620-343-4268
Fax: 620-343-4262

Annexation Application

Date Submitted_____

***Attach a site plan map (2), drawn to scale, showing property lines, roads, driveways, existing and proposed structures, parking stalls, landscaping, fences, and other topographical features.**

(NOTE) AN INCOMPLETE APPLICATION CANNOT BE PROCESSED

	Name	Address	Phone
Applicant	Lance Onstott Professional Engineering Consultants	303 S. Topeka Wichita, KS 67202	(316)206-1485
Owner	Crosswinds at Flint Hills, LLC	3910 W. 6th, #231 Stillwater, OK 74074	(405)564-4463

Other Owners and Officers (corporate applications only)

Describe the Location: North of 18th Street; East of Road G

Current Zoning District: C-3 & A-L

Attach or provide legal description of the property: Attached

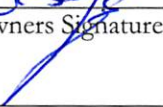
Current Use of property: Undeveloped/Agriculture

Proposed Use of property: Single-family residential with supportive commercial.

Reason for Annexation Request: Urban/Suburban development proposed.

The following non-conformities exist on this property: None

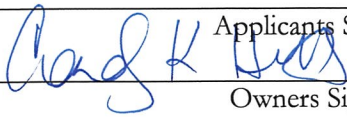
By signing this application, I certify that all of the information I have provided is true and correct. I understand that additional information may be needed, or additional fees may be incurred during the rezoning application process. I understand and agree that it will be my responsibility to provide any additional information requested and to pay any additional fees incurred.

 Applicants Signature	 Date
 Owners Signature	 Date

FOR OFFICE USE ONLY		
Fee	Date Paid	Receipt no.
\$0		

Application No.	Hearing Date:
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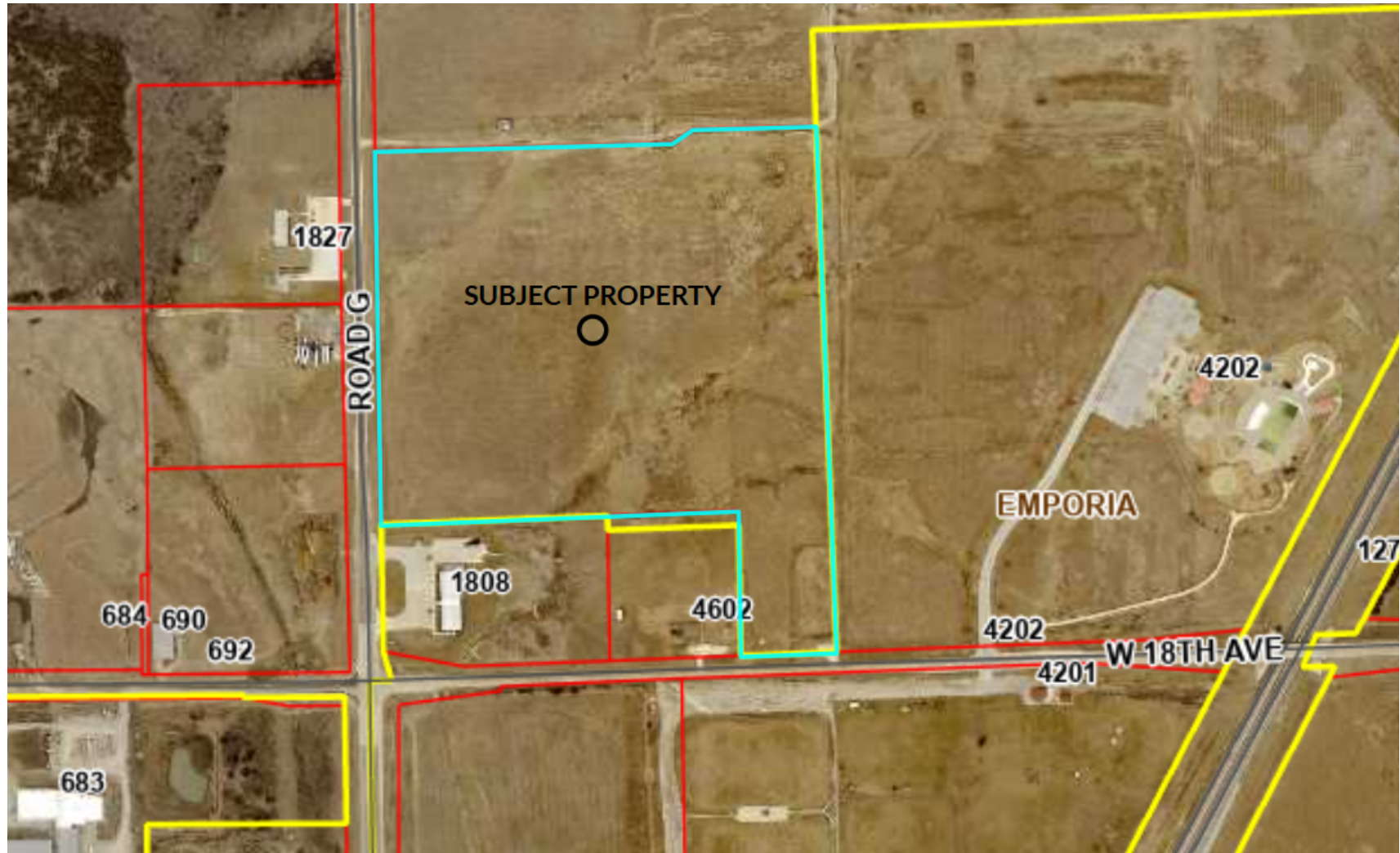
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	Applicants Signature	Date
	Owners Signature	Date

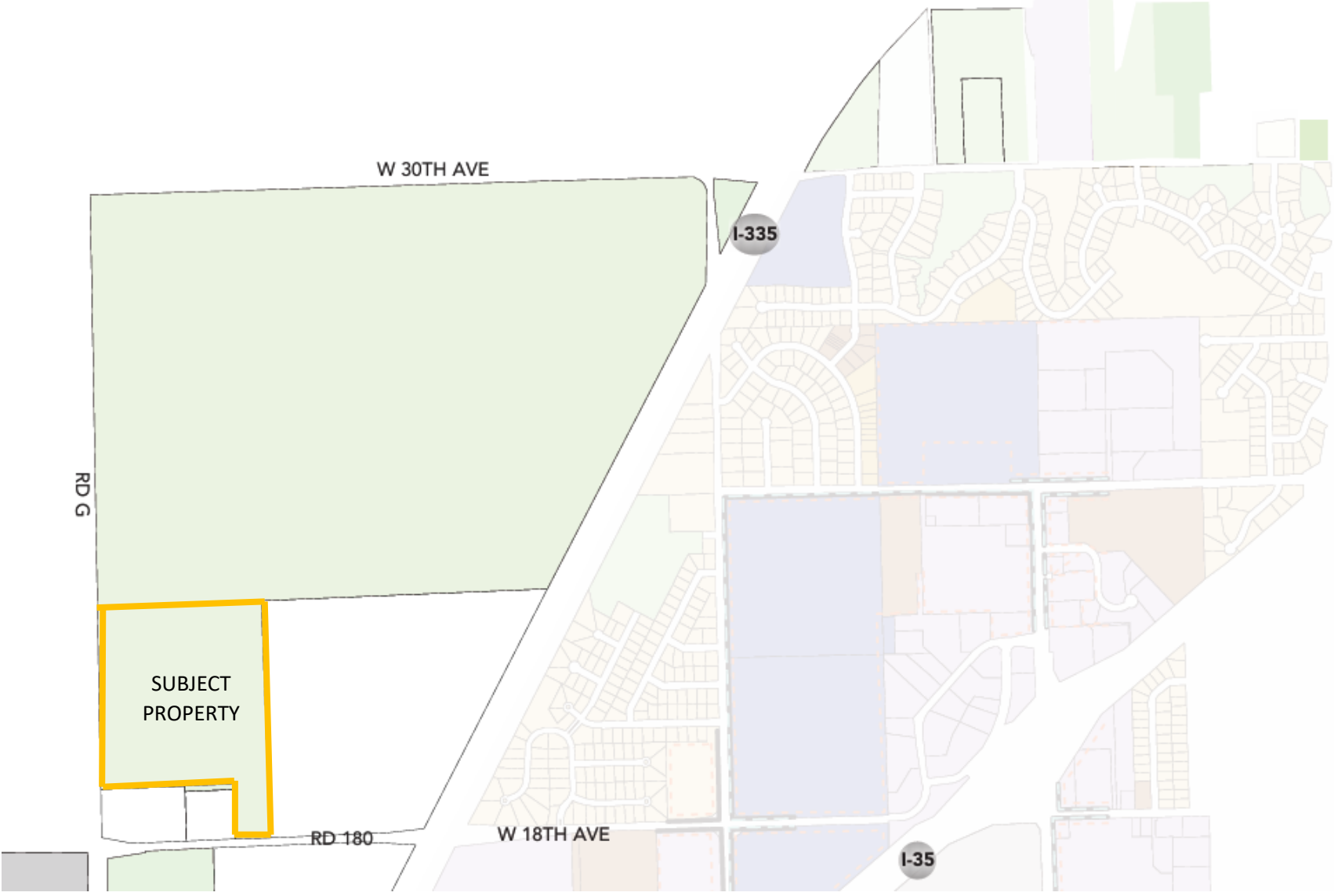
FOR OFFICE USE ONLY		
Fee	Date Paid	Receipt no.
\$150		

Application No.	Hearing Date:
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Cedarbrook Meadows
18th & Road G Annexation
Aerial Photo



Cedarbrook Meadow
18th & Road G Annexation
Zoning Map





Commission Action Report

Ordinance No. 25-20 for Rezoning 4500 W. 18th Ave.

Title: Ordinance No. 25-20 for Amending the Parcel Type of Property Located at 4500 W. 18th Ave. from Lyon County Agriculture to City of Emporia Commercial (C) and Single-Family Detached (SF-D) Parcel Types

Agenda Date: June 18, 2025

Presented By: Justin Givens, Planning & Zoning Administrator

Background:

The owners of property located at 4500 W. 18th Ave., generally located north of W. 18th Ave. and east of Road G, have requested that an approximately 40-acre tract of land be rezoned in anticipation of future development of the property. They have requested both Commercial and Single-Family Detached zoning for the property.

The Planning Commission, at their March 18, 2025 meeting, made a unanimous recommendation to the City Commission for approval.

Discussion:

The applicants are in the process of platting the property and developing a Planned Unit Development that would accommodate both residential and commercial development on the property. The property is currently zoned Lyon County Agricultural. The rezoning of the property, will allow for development under city regulations as well as provide the base zoning for the future Planned Unit Development overlay.

The Governing Body, when considering a recommendation from the Planning Commission on a Rezoning Application may; 1) Adopt the ordinance as presented or with conditions that the Governing Body sees fit; 2) Override the Planning Commission's recommendation by a 2/3 majority vote of the entire City Commission; 3) Table the request for further study; 4) Return the application to the Planning Commission, giving reasons for doing so.

Financial considerations:

The cost of publishing the ordinance is borne by the City.

Recommended action:

Approve Ordinance No. 25-20 for Amending the Parcel Type of Property Located at 4500 W. 18th Ave. from Lyon County Agriculture to City of Emporia Commercial (C) and Single-Family Detached (SF-D) Parcel Types

Attachments:

Ordinance No. 25-20 Amending the Parcel Type
Excerpt of Minutes from March 18, 2025, Planning Commission Meeting, Including Staff's Report
Rezoning Exhibit
Aerial Map
PLAN ELC Map

ORDINANCE NO. 25-20

AN ORDINANCE REZONING LAND IN THE CITY OF EMPORIA, KANSAS FROM LYON COUNTY AGRICULTURAL PARCEL TYPE TO SINGLE-FAMILY DETACHED (SF-D) PARCEL TYPE AND COMMERCIAL (C) PARCEL TYPE AND AMENDING THE DISTRICT ZONING MAP TO CONFORM WITH SAID ZONING

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

Section 1. The following described properties are hereby rezoned from Lyon County Agricultural Parcel Type to that of Single-Family Detached Residential (SF-D) to wit:

A contiguous Tract of Land lying within the Southwest Quarter of Section 6, Township 19 South, Range 11 East of the Sixth Principal Meridian, Lyon County, Kansas, as originally described and prepared on September 26, 2024, by Ernest Cantu, Jr., P.S. #1407, and Professional Engineering Consultants, P.A. (C.L.S. #65), a professional association licensed to practice surveying in the State of Kansas, said Tract of Land described based on a bearing of South 89°00'02" West, measured from the southeast corner of said Southwest Quarter of Section 6 to the southwest corner of said Southwest Quarter of Section 6, using Zone 9 of the Kansas Regional Coordinate System (Emporia Zone), with all bearings contained herein relative thereto, with distances herein measured horizontally on the ground, said Tract of Land more particularly described as follows: **COMMENCING** at a 1/2-inch rebar with yellow I.D. cap stamped "KVE CLS20", held for the position of the southeast corner of the Southwest Quarter of Section 6, Township 19 South, Range 11 East of the Sixth Principal Meridian, Lyon County, Kansas; thence bearing South 89°00'02" West along the south line of said Southwest Quarter of Section 6 a distance of 1067.84 feet to the **POINT OF BEGINNING**, said point being coincident with the southwest corner of a tract of land described in General Warranty Deed, in Volume 436, Page 903, recorded on September 9, 1998, with the Office of the Register of Deeds, Lyon County, Kansas; thence continuing without deflection, bearing South 89°00'02" West along said south line of said Southwest Quarter of Section 6 a distance of 300.00 feet to the southeast corner of a tract of land described in Joint Tenancy Warranty Deed, in Book 444 of Deeds, Page 495, recorded on May 12, 2000, with said Office of the Register of Deeds, from which a 5/8-inch rebar with Lyon County I.D. cap in a circular survey monument box, held for the position of the southwest corner of said Southwest Quarter of Section 6, bears same South 89°00'02" West along said south line of the Southwest Quarter of Section 6 at distance of 1150.75 feet; thence bearing North 0°59'58" West, perpendicular from said south line of the Southwest Quarter of Section 6, along the east line of said tract of land described in Book 444, Page 495, and along the east line of a tract of land described in Warranty Deed, in Book 448 of Deeds, Page 607, recorded on June 15, 2001, with said Office of the Register of Deeds, a distance of 473.00 feet to the northeast corner of said tract of land described in Book 448, Page 607; thence bearing South 89°00'02" West, parallel with the south line of said Southwest Quarter of Section 6 and along the north line of said tract of land described in Book 448, Page 607, a distance of 400.14 feet to the northwest corner of said tract of land described in Book 448, Page 607, also being coincident with the northeast corner of a tract of land described in Individual Trustee's Deed, in Document Number 2015-04746, recorded on December 30, 2015, said point also being perpendicularly North from said south line of the Southwest Quarter of Section 6, north of a point 750.61 feet

east of the southwest corner of said Southwest Quarter of Section 6 as described in said Book 448, Page 607, and as described in said Document Number 2015-04746; thence continuing without deflection, bearing South 89°00'02" West, along the north line of said tract of land described in said Document Number 2015-04746, a distance of 741.52 feet to the west line of said Southwest Quarter of Section 6, being coincident with the northwest corner of said tract of land described in said Document Number 2015-04746, from which the southwest corner of said Southwest Quarter of Section 6 bears South 0°06'04" West along said west line at a distance of 473.09 feet; thence bearing North 0°06'04" East along said west line of the Southwest Quarter of Section 6 a distance of 1139.80 feet, from which a 5/8-inch rebar with illegible cap (possibly reset by Steven S. Brosemer, PS#752, on October 15, 2001), held for the position of the northwest corner of said Southwest Quarter of Section 6, bears North 0°06'04" East along said west line at a distance of 1027.56 feet; thence bearing North 89°45'42" East a distance of 910.45 feet; thence bearing South 89°47'19" East a distance of 50.91 feet; thence bearing North 56°32'40" East a distance of 76.62 feet; thence bearing North 89°46'33" East a distance of 450.00 feet to the west line of said tract of land described in General Warranty Deed, in Volume 436, Page 903; thence bearing South 0°57'59" West along said west line of said tract of land described in Volume 436, Page 903, a distance of 1635.42 feet to the **POINT OF BEGINNING**; said Tract of Land being subject to City of Emporia road right of way for West 18th Avenue on the South 45 feet thereof, as described in Right of Way Tract No. 1, in Volume 531, Page 271, recorded on March 30, 2000, with said Office of the Register of Deeds; said Tract of Land being subject to Lyon County road right of way for Road G on the West 55 feet thereof, as described in Easement Tract No. 5-A, in Volume 296, Page 509, recorded on October 14, 1966, with said Office of the Register of Deeds; said Tract of Land being subject to City of Emporia road right of way for Road G on the West 100 feet, measured along the South 260.42 feet of the most westerly line of said Tract of Land, as described in Right of Way, in Volume 541, Page 603, recorded on August 10, 2001, with said Office of the Register of Deeds; exclusive of said road rights of way; EXCEPT

A tract of land lying within the Southwest Quarter of Section 6, Township 19 South, Range 11 East, of the 6th Principal Meridian, Lyon County, Kansas described as:
COMMENCING at the West Quarter Corner of said Section 6; thence South along the west line of the Southwest Quarter of said Section 6 bearing S00°06'04"W a distance of 1,027.56 feet; thence bearing N89°45'42"E a distance of 55.00 feet to the POINT OF BEGINNING; thence continuing bearing N89°45'42"E a distance of 350.01 feet; thence south parallel with the west line of said Southwest Quarter bearing S00°06'04"W a distance of 825.00 feet; thence bearing S89°45'42"W a distance of 350.01 feet to a point being 55.00 feet east of the west line of said Southwest Quarter; thence along a line parallel with and 55.00 feet east of the west line of Southwest Quarter bearing N00°06'04"E a distance of 879.70 feet to the POINT OF BEGINNING.

Section 2. The following described properties are hereby rezoned from Lyon County Agricultural Parcel Type to that of City of Emporia Commercial (C) Parcel Type to wit:

A tract of land lying within the Southwest Quarter of Section 6, Township 19 South, Range 11 East, of the 6th Principal Meridian, Lyon County, Kansas described as:

COMMENCING at the West Quarter Corner of said Section 6; thence South along the west line of the Southwest Quarter of said Section 6 bearing S00°06'04"W a distance of 1,027.56 feet; thence bearing N89°45'42"E a distance of 55.00 feet to the POINT OF BEGINNING; thence continuing bearing N89°45'42"E a distance of 350.01 feet; thence south parallel with the west line of said Southwest Quarter bearing S00°06'04"W a distance of 825.00 feet; thence bearing S89°45'42"W a distance of 350.01 feet to a point being 55.00 feet east of the west line of said Southwest Quarter; thence along a line parallel with and 55.00 feet east of the west line of Southwest Quarter bearing N00°06'04"E a distance of 879.70 feet to the POINT OF BEGINNING.

All generally located at 4500 W. 18th Ave. and lying north of W 18th Ave. and east of Road G. Emporia, KS

Section 3. This ordinance shall become effective upon publication in the official city newspaper.

PASSED AND APPROVED this 18th day of June 2025.

ERREN HARTER, Mayor

ATTEST:

KERRY SULL, City Clerk



**EMPORIA-LYON COUNTY METROPOLITAN AREA
PLANNING COMMISSION / BOARD OF ZONING APPEALS
EXCERPT OF MINUTES OF MARCH 18, 2025
REGULAR MEETING**

The Planning Commission met in a regular session on Tuesday, March 18, 2025, with Chair Rogers presiding. Commissioners Bucklinger, Thomas, Fowler, Ogle, and Reed were present. Commissioner Lingenfelter was absent.

City staff: Justin Givens, Planning & Zoning Administrator, was present.

Chair Rogers called the meeting to order.

3. Planning Commission: Consider PC 2025-04 – A Request for Rezoning for Property Located North of 18th Avenue and East of Road G

Chair Rogers asked if proper notice had been given. **Givens** confirmed that proper notice was provided to the newspaper for the original public hearing date.

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 2025-04

Applicants: Crosswinds At Flint Hills LLC (owner / applicant)
Professional Engineering Consultants (agent)

Owners: Crosswinds At Flint Hills LLC

Requested Action: Consider a request to rezone property from Lyon County Agriculture/Commercial Parcel Type to City of Emporia Commercial & Single-Family Parcel Type

Purpose: To facilitate the development of a new detached single-family housing development and future commercial development.

Address: North of 18th Ave. – East of Road G

Legal description:

“C” LEGAL DESCRIPTION

A tract of land lying within the Southwest Quarter of Section 6, Township 19 South, Range 11 East, of the 6th Principal Meridian, Lyon County, Kansas described as:

COMMENCING at the West Quarter Corner of said Section 6; thence South along the west line of the Southwest Quarter of said Section 6 bearing S00°06'04"W a distance of 1,027.56 feet; thence bearing N89°45'42"E a distance of 55.00 feet to the POINT OF BEGINNING; thence continuing bearing N89°45'42"E a distance of 350.01 feet; thence south parallel with the west line of said Southwest Quarter bearing S00°06'04"W a distance of 825.00 feet; thence bearing S89°45'42"W a distance of 350.01 feet to a point being 55.00 feet east of the west line of said Southwest Quarter; thence along a line parallel with and 55.00 feet east of the west line of Southwest Quarter bearing N00°06'04"E a distance of 879.70 feet to the POINT OF BEGINNING.

"SF-D" LEGAL DESCRIPTION

A contiguous Tract of Land lying within the Southwest Quarter of Section 6, Township 19 South, Range 11 East of the Sixth Principal Meridian, Lyon County, Kansas, as originally described and prepared on September 26, 2024, by Ernest Cantu, Jr., P.S. #1407, and Professional Engineering Consultants, P.A. (C.L.S. #65), a professional association licensed to practice surveying in the State of Kansas, said Tract of Land described based on a bearing of South 89°00'02" West, measured from the southeast corner of said Southwest Quarter of Section 6 to the southwest corner of said Southwest Quarter of Section 6, using Zone 9 of the Kansas Regional Coordinate System (Emporia Zone), with all bearings contained herein relative thereto, with distances herein measured horizontally on the ground, said Tract of Land more particularly described as follows: **COMMENCING** at a 1/2-inch rebar with yellow I.D. cap stamped "KVE CLS20", held for the position of the southeast corner of the Southwest Quarter of Section 6, Township 19 South, Range 11 East of the Sixth Principal Meridian, Lyon County, Kansas; thence bearing South 89°00'02" West along the south line of said Southwest Quarter of Section 6 a distance of 1067.84 feet to the **POINT OF BEGINNING**, said point being coincident with the southwest corner of a tract of land described in General Warranty Deed, in Volume 436, Page 903, recorded on September 9, 1998, with the Office of the Register of Deeds, Lyon County, Kansas; thence continuing without deflection, bearing South 89°00'02" West along said south line of said Southwest Quarter of Section 6 a distance of 300.00 feet to the southeast corner of a tract of land described in Joint Tenancy Warranty Deed, in Book 444 of Deeds, Page 495, recorded on May 12, 2000, with said Office of the Register of Deeds, from which a 5/8-inch rebar with Lyon County I.D. cap in a circular survey monument box, held for the position of the southwest corner of said Southwest Quarter of Section 6, bears same South 89°00'02" West along said south line of the Southwest Quarter of Section 6 at distance of 1150.75 feet; thence bearing North 0°59'58" West, perpendicular from said south line of the Southwest Quarter of Section 6, along the east line of said tract of land described in Book 444, Page 495, and along the east line of a tract of land described in Warranty Deed, in Book 448 of Deeds, Page 607, recorded on June 15, 2001, with said Office of the Register of Deeds, a distance of 473.00 feet to the northeast corner of said tract of land described in Book 448, Page 607; thence bearing South 89°00'02" West, parallel with the south line of said Southwest Quarter of Section 6 and along the north line of said tract of land described in Book 448, Page 607, a distance of 400.14 feet to the northwest corner of said tract of land described in Book 448, Page 607, also being coincident with the northeast corner of a tract of land described in Individual Trustee's Deed, in Document Number 2015-04746, recorded on December 30, 2015, said point also being perpendicularly North from said south line of the Southwest Quarter of Section 6, north of a point 750.61 feet east of the southwest corner of said Southwest Quarter of Section 6 as described in said Book 448, Page 607, and as described in said Document Number 2015-04746; thence continuing without deflection, bearing South 89°00'02" West, along the north line of said tract of land described in said Document Number 2015-04746, a distance of 741.52 feet to the west line of said Southwest Quarter of Section 6, being coincident with the northwest corner of said tract of land described in said Document Number 2015-04746, from which the southwest corner of said Southwest Quarter of Section 6 bears South 0°06'04" West along said west line at a distance of 473.09 feet; thence bearing North 0°06'04" East along said west line of the Southwest Quarter of Section 6 a distance of 1139.80 feet, from which a 5/8-inch rebar with illegible cap (possibly reset by Steven S.

Brosemer, PS#752, on October 15, 2001), held for the position of the northwest corner of said Southwest Quarter of Section 6, bears North 0°06'04" East along said west line at a distance of 1027.56 feet; thence bearing North 89°45'42" East a distance of 910.45 feet; thence bearing South 89°47'19" East a distance of 50.91 feet; thence bearing North 56°32'40" East a distance of 76.62 feet; thence bearing North 89°46'33" East a distance of 450.00 feet to the west line of said tract of land described in General Warranty Deed, in Volume 436, Page 903; thence bearing South 0°57'59" West along said west line of said tract of land described in Volume 436, Page 903, a distance of 1635.42 feet to the **POINT OF BEGINNING**; said Tract of Land being subject to City of Emporia road right of way for West 18th Avenue on the South 45 feet thereof, as described in Right of Way Tract No. 1, in Volume 531, Page 271, recorded on March 30, 2000, with said Office of the Register of Deeds; said Tract of Land being subject to Lyon County road right of way for Road G on the West 55 feet thereof, as described in Easement Tract No. 5-A, in Volume 296, Page 509, recorded on October 14, 1966, with said Office of the Register of Deeds; said Tract of Land being subject to City of Emporia road right of way for Road G on the West 100 feet, measured along the South 260.42 feet of the most westerly line of said Tract of Land, as described in Right of Way, in Volume 541, Page 603, recorded on August 10, 2001, with said Office of the Register of Deeds; exclusive of said road rights of way; EXCEPT

A tract of land lying within the Southwest Quarter of Section 6, Township 19 South, Range 11 East, of the 6th Principal Meridian, Lyon County, Kansas described as:
 COMMENCING at the West Quarter Corner of said Section 6; thence South along the west line of the Southwest Quarter of said Section 6 bearing S00°06'04"W a distance of 1,027.56 feet; thence bearing N89°45'42"E a distance of 55.00 feet to the POINT OF BEGINNING; thence continuing bearing N89°45'42"E a distance of 350.01 feet; thence south parallel with the west line of said Southwest Quarter bearing S00°06'04"W a distance of 825.00 feet; thence bearing S89°45'42"W a distance of 350.01 feet to a point being 55.00 feet east of the west line of said Southwest Quarter; thence along a line parallel with and 55.00 feet east of the west line of Southwest Quarter bearing N00°06'04"E a distance of 879.70 feet to the POINT OF BEGINNING.

Lot Size: Overall: 40 acres
 Commercial Tract: 8.1 acres
 Residential Tract: 31.9 acres

Existing Zoning: Lyon County Agriculture / Commercial

Future Zoning in ELC Comp. Plan: Mixed Use

Surrounding Zoning:

North	County Agriculture
East	City Civic / Public
South	Flex-Use Low
West	County Agriculture

Surrounding Actual Uses:

North	Cropland
East	Jones Aquatic Center / City Owned Property
South	Frontier Farm Credit / Lighthouse Baptist Church
West	Vacant Ground / Juan Transportation Trucking Services

Analysis: The applicants are requesting that the property be rezoned to facilitate the development of a residential subdivision and a commercial development. They are in the process of annexing the

property into the city limits and prior to any development occurring on the property, it must be rezoned to a City Parcel Type.

The overall tract of land is 40 acres and if approved, 8 acres would be reserved for future commercial development with the balance of the property being dedicated to residential use. The commercial area would abut Road G and the residential area would sit behind the commercial properties already existing along 18th Ave. with access points on both 18th Ave and Road G.

Considerations: 9.8.3.a.8. Factors to be Considered for a Rezoning:

When a proposed amendment would result in a change of the zoning classification of any specific property, the recommendation of the Planning Commission, accompanied by a copy of the record of the hearing, shall contain statements as to the present classification, the classification under the proposed amendment, the reasons for seeking such reclassification, a summary of the facts presented, and a statement of the factors upon which the recommendation of the Planning Commission is based using the following guidelines: **Staff Commentary in Bold**

1. Whether the change or approval would be consistent with these regulations; **Staff maintains that the change would be consistent with the regulations themselves. The concept of the adopted code was to allow for greater variation within existing areas by promoting multiple parcel types within an area. Road G is considered a major corridor with commercial type development already occurring to the south.**
2. The character and condition of the neighborhood and its effect on the proposed change; **The existing area consists of cropland and commercial type uses, as well as major recreational facilities. The rezoning would have no negative impact on the existing area.**
3. The zoning and uses of properties nearby; **The zoning and uses of the areas nearby, are commercial in nature and recreational. The uses, as previously stated, would be in harmony with the proposed rezoning.**
4. The suitability of the subject property for the uses to which it has been restricted; **The property is currently zoned under County regulations and once brought into the City limits should be rezoned to City parcel types. The property has been crop land, but is within the natural growth pattern of the city.**
5. The extent to which removal of the restrictions will detrimentally affect nearby property; **Staff contends that there would be no detrimental impact to nearby properties. The existing developed properties are commercial or recreational in nature and the additional commercial and residential property proposed would blend with the existing area.**
6. The length of time the subject property has remained vacant as zoned; **The property has been crop land, but is within the natural growth area of the City. Prior to the County dissolving the Municipal Growth Area, the area was within the MGA. The City has extended services to this area in anticipation of future growth.**
7. The relative gain to the public health, safety, and welfare by the destruction of the value of plaintiff's property as compared to the hardship imposed upon the individual landowner public services, including transportation, exist or can be provided to serve the uses that would be permitted on the property if it were reclassified or granted a conditional use; **Staff contends that allowing the rezoning would not have a negative impact on the general health,**

welfare, or safety of the community. Existing services would not be harmed or strained if the rezoning was approved.

8. The recommendations of a permanent or professional planning staff; **Staff is supportive of the rezoning request.**
9. The conformance of the requested change to Plan ELC; **The area was designated for future growth in both housing and commercial development in Plan ELC. The area has had infrastructure improvements extended to it in anticipation of future growth, which is recommended in Plan ELC.**
10. Such other factors as are deemed relevant by the Planning Commission or Governing Body.

Neighborhood Communications: Staff has received several calls and questions from neighbors in the area, none stating any objections to the proposal.

Recommendation: Staff recommends the Planning Commission make a motion of approval for the rezoning to the Governing Body based on the following;

- 1) The request is consistent with the Comprehensive Plan
- 2) The request conforms to the intent of the Zoning Regulations
- 3) There would not be a negative impact on the existing neighborhood

Attachments: Aerial Map | Current Zoning Map | Plan ELC Map

The Public Hearing was opened.

Lance Onstott, Professional Engineering Consultants, (Applicant's Representative) spoke on behalf of the applicant's desire to rezone the property to city zoning classifications for the purpose of developing the property under City development regulations.

Pastor Jim Sandborn, Lighthouse Baptist Church, spoke in favor of the rezoning application, as he stated more residences around the church would be in his opinion would be beneficial.

No Person spoke against the rezoning.

The Public Hearing was closed.

Commissioner Bucklinger made a motion to approve the rezoning. Commissioner Thomas seconded the motion. The motion carried 6-0.

Adjournment: With no further discussion, the meeting was adjourned.

Respectfully Submitted,

Justin Givens, Secretary



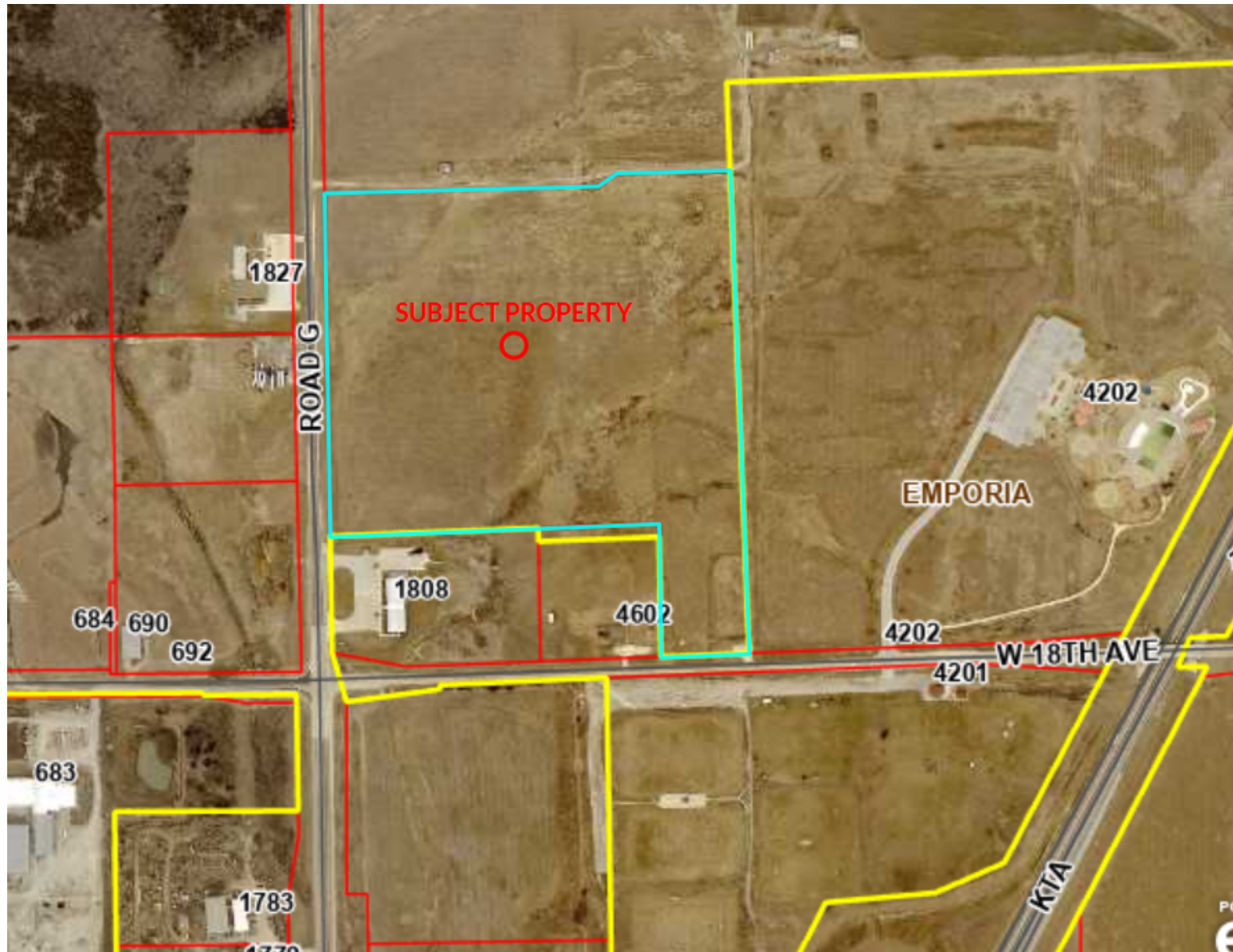
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COMMERCIAL (C)

RESIDENTIAL (SF-D)

02/14/2025

CEDARBROOK MEADOWS
REZONING
AERIAL PHOTO



CEDARBROOK MEADOWS
REZONING
PLAN ELC MAP





Commission Action Report

Financials and Permits

Title: Financials and Permits
Agenda Date: June 18, 2025
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 May 2025 for the community:

Monthly Local Retail Sales Tax Receipts Update

	2024	2025	
	\$ 529,805.52	\$ 570,707.69	Increase of \$40,902.17 for the month, and
YTD	\$ 2,621,732.00	\$2,719,230.09	Overall increase of 3.59% from year 2024.

City Share from County Tax

	2024	2025	
	\$ 269,809.05	\$ 309,904.64	Increase of \$40,095.59 for the month, and
YTD	\$ 1,335,643.96	\$ 1,416,983.05	Overall increase of 5.74% from year 2024.

Building Permits issued from 5/1/2025 to 5/31/2025 for new construction, remodeling/repairs and demolition.

Total number of building permits issued through Code Services:	60
Total of valuations associated with those building permits:	\$5,670,907.59
Total number of dollars collected for Building Permit Fees:	\$ 22,066.50
Construct – Single-family dwellings	1
Demo – Single-family dwellings	0

Flint Hills Mall CID for April 2025	\$ 20,817.40
YTD	\$ 84,077.05

Pavilions CID for April 2025	\$ 13,392.65
CID #2	\$ 13,392.65
YTD	\$ 153,294.94

Fairview Hotel CID for April 2025	\$ 6,978.41
YTD	\$ 33,689.71

West Plaza CID for April 2025	\$ 9,467.88
YTD	\$ 40,613.81

GENERAL FUND

as of May 31, 2025

GENERAL FUND

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
Beginning Cash Balance	6,450,183	5,489,073	6,450,183	6,741,570	
REVENUE					
Ad Valorem Property Tax	6,401,026	7,141,464	3,631,086	6,900,297	90.03%
Sales Tax	9,789,887	9,960,982	4,728,587	4,136,213	-12.53%
Franchise Tax	2,819,267	2,776,900	1,173,551	1,286,199	9.60%
Other Taxes	747,810	696,594	203,506	274,706	34.99%
Intergovernmental Taxes	424,887	399,838	244,213	227,602	-6.80%
Licenses & Permits	294,976	264,350	130,006	106,896	-17.78%
Charges for Services	2,411,599	2,420,816	1,107,370	1,116,550	0.83%
Fines & Fees	525,589	495,400	205,771	270,994	31.70%
Use of Property and Money	914,263	185,596	62,513	98,869	58.16%
Interest Receivable		550,000	167,979	241,252	43.62%
Reimbursements	226,524	5,100	2,484	272	-89.05%
Administrative Transfers	2,731,921	2,953,560	1,200,469	1,311,230	9.23%
Misc Revenue		41,500	42,723	10,755	-74.83%
Contributions			25,000	25,700	2.80%
Operating Revenues	240	0	0	0	0.00%
Nonoperating Revenues	225,753	100,000	17,807	9,216	-48.25%
TOTAL RECEIPTS	27,513,743	27,992,100	12,943,066	16,016,751	23.75%
EXPENDITURES					
Personnel Services	17,949,291	18,052,533	7,269,793	7,884,319	8.45%
Vacancy Rate		0	0		0.00%
Maintenance & Repair	968,713	1,153,800	411,386	269,957	-34.38%
Commodities	1,631,449	2,134,335	715,402	877,560	22.67%
Other Charges	354,999	910,645	286,990	349,044	21.62%
Capital Outlay	225,163	201,500	10,957	0	-100.00%
Transfer to Economic Development	925,000	925,000	385,417	385,417	0.00%
Transfer to Multi Year Fund	3,358,119	3,416,507	1,335,644	1,416,983	6.09%
Transfer to Project accounts	(1,774)	0	40,000	0	0.00%
Transfer to Equipment Reserve	0	572,200		706,558	0.00%
Utilities	550,047	635,050	194,706	210,462	8.09%
Communications	107,898	145,250	43,473	40,518	-6.80%
Training and Travel	182,158	239,200	64,721	89,190	37.81%
Jail Expenses	62,200	87,500	23,850	23,800	-0.21%
Other Contractual	888,344	1,205,316	363,283	421,818	16.11%
Outstanding PO's		0	0	57,640	
TOTAL EXPENDITURES	27,201,608	29,678,836	11,145,620	12,733,265	14.24%
Revenue less expenses	312,135	(1,686,736)	1,797,445	3,283,486	
Cash Basis Adjustments/Non-appropri	(20,748)	0	0	(136,594)	
Ending Cash Balance	6,741,570	3,802,337	8,247,628	9,888,461	
Base for Reserve calculation	22,695,100	24,563,629	9,373,603	10,224,307	
15% Reserve	3,404,265	3,684,544	1,406,040	1,533,646	
Amount over 15% Reserve	3,337,305	117,793	6,841,588	8,354,815	

GENERAL FUND

as of May 31, 2025

	2025	2024	2025	Change
	Budget	Jan - May Actual	Jan - May Actual	between 24 & 25
EXPENDITURES				
Administration	-	147,485.26	149,446.21	1,960.95
Commission/Manager/Clerk	5,310,627.00	710,842.13	649,801.64	(61,040.49)
Accounting/HR	546,811.00	187,558.53	196,123.43	8,564.90
IT	549,437.00	182,107.70	207,222.33	25,114.63
Communication	20,100.00	-	11,767.36	11,767.36
Police	5,982,680.00	2,285,419.77	2,822,235.02	536,815.25
Animal Control	286,834.00	88,567.15	106,069.77	17,502.62
Fire	3,589,287.00	1,357,284.52	1,546,318.79	189,034.27
EMS	4,176,286.00	1,399,811.65	1,545,014.00	145,202.35
Municipal Court	659,309.00	250,489.73	285,706.54	35,216.81
Engineering	755,403.00	259,996.89	352,551.41	92,554.52
Street - Snow Removal	75,000.00	21,386.57	70,381.57	48,995.00
Golf Course Maintenance	584,155.00	219,481.10	244,029.78	24,548.68
Golf Course Shop	528,024.00	217,616.19	273,149.61	55,533.42
Park	1,356,066.00	505,166.49	561,389.64	56,223.15
Disc Golf	226,735.00	47,009.45	694.91	(46,314.54)
Aquatic Center	243,300.00	26,871.81	33,719.83	6,848.02
Zoo	938,587.00	324,609.02	301,821.44	(22,787.58)
Civic Auditorium	908,451.00	325,839.15	407,446.93	81,607.78
Civic/Library	86,417.00	60,419.16	77,523.03	17,103.87
Civic/Grounds Maintenance	139,727.00	30,143.20	29,391.82	(751.38)
Civic/ Concessions	90,952.00	57,518.66	58,771.55	1,252.89
Building & Neighborhood Development	998,619.00	397,847.00	453,376.81	55,529.81
Shop	92,616.00	(10,718.07)	(11,391.48)	(673.41)
Street Lighting	349,020.00	130,432.82	132,720.64	2,287.82
Appropriations	91,500.00	56,736.37	64,349.10	7,612.73
Airport	897,333.00	286,372.85	301,591.37	15,218.52
Parking Facility	11,600.00	3,789.01	3,963.52	174.51
Sales Tax Transfer	4,341,507.00	1,721,060.61	1,802,399.70	81,339.09
TOTAL EXPENDITURES	33,836,383.00	11,291,144.72	12,677,586.27	1,386,441.55

Multi Year Fund

as of May 31, 2025

	Preceding Year 2024 (Actual)	2025 Original Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
Beginning Cash Balance	2,995,997.41	3,060,010.61	2,995,997.41	2,723,727.31	
REVENUE					
Sales Tax	3,358,119.39	3,416,507.00	1,335,643.96	1,416,983.05	6.09%
Reimbursement from state	473,211.16				
Interest	191,881.54	130,000.00	63,840.72	24,916.54	-60.97%
Total Revenue	4,023,212.09	3,546,507.00	1,399,484.68	1,441,899.59	3.03%
EXPENSES					
Unspent expenses				(365,040.55)	
Maintenance & Repair		250,000.00	21,498.30	20,138.05	-6.33%
Other Charges			-	-	
Capital	2,492,228.31	3,427,800.00	126,385.65	126,935.01	0.43%
Transfer Out	200,000.00	-	200,000.00	350,000.00	75.00%
Communications			433.40	-	-100.00%
Contractual Services	1,603,253.88	2,295,130.00	1,232,681.58	236,558.42	-80.81%
Outstanding PO's				1,568,221.89	#DIV/0!
Total Expenses	4,295,482.19	5,972,930.00	1,580,998.93	1,936,812.82	#DIV/0!
Ending Cash Balance	2,723,727.31	633,587.61	2,814,483.16	2,228,814.08	

Insurance Reserve

as of May 31, 2025

	Preceding Year 2024 (Actual)	2025 Original Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
Beginning Cash Balance	\$663,358	\$0	\$663,358	\$699,713	
REVENUE					
Transfer from General	\$0	\$0	\$0	\$0	
Transfer from Int Improvem	\$0			\$0	
Insurance payment	\$0			\$0	
Interest	\$36,355	\$0	\$11,899	\$5,258	-55.81%
TOTAL RECEIPTS	\$36,355	\$0	\$11,899	\$5,258	-55.81%
EXPENDITURES					
Maintenance & Repair	\$0	\$0			
Misc Projects	\$0	\$0			
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	
Ending Cash Balance	\$699,713	\$0	\$675,257	\$704,971	

Vacant Property Program

as of May 31, 2025

	Preceding Year 2024 (Actual)	2025 Original Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
Beginning Cash Balance	\$90,362	\$0	\$0	\$7,580	
REVENUE					
Transfer from ARPA funds	\$0	\$0	\$0	\$0	
Interest	\$2,358	\$0	\$1,104	\$34	-96.94%
TOTAL RECEIPTS	\$2,358	\$0	\$1,104	\$34	-96.94%
EXPENDITURES					
Maintenance & Repair	\$0	\$0	\$0	\$21	0.00%
Other Contractual Services	\$85,140	\$0	\$50,346	\$6,065	-87.95%
TOTAL EXPENDITURES	\$85,140	\$0	\$50,346	\$6,086	-87.91%
Ending Cash Balance	\$7,580	\$0	(\$49,242)	\$1,528	

Library Fund

as of May 31, 2025

	Preceding Year 2024 (Actual)	2025 Original Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
Beginning Cash Balance	\$0	\$0	\$0	\$78	
REVENUE					
Ad Valorem Property Tax	\$1,086,316	\$1,104,165	\$622,953	\$1,100,180	76.61%
Other Taxes	\$115,497	\$97,578	\$30,927	\$42,318	36.83%
TOTAL RECEIPTS	<u>\$1,201,813</u>	<u>\$1,201,743</u>	<u>\$653,880</u>	<u>\$1,142,498</u>	74.73%
EXPENDITURES					
Insurance Refund		\$0			
Misc Projects		\$0			
Appropriation	\$1,201,735	\$1,248,955	\$1,099,842	\$693,787	0.03%
TOTAL EXPENDITURES	<u>\$1,201,735</u>	<u>\$1,248,955</u>	<u>\$1,099,842</u>	<u>\$693,787</u>	
Ending Cash Balance	\$78	(\$47,212)	(\$445,962)	\$448,789	

Transient Guest Tax

as of May 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
Beginning Cash Balance	\$999,063	\$588,887	\$999,063	\$671,185	
REVENUE					
Transient Guest Tax	\$932,626	\$950,000	\$371,301	\$384,652	3.60%
Interest on Investment	\$24,211	\$10,000	\$12,863	\$5,889	-54.22%
Fence rental	\$2,369	\$0	\$0	\$0	
Miscellaneous	\$14,432			\$0	
Accounts Receivable - fence rental	\$8,540			\$0	
TOTAL RECEIPTS	\$982,178	\$960,000	\$384,165	\$390,541	1.66%
EXPENDITURES					
CVB Appropriation	\$462,000	\$480,000	\$371,301	\$240,000	-35.36%
Trusler Sports Complex		\$0			#DIV/0!
City cost associated with events	\$40,000	\$40,000			#DIV/0!
Civic Auditorium improvements	\$50,000	\$50,000	\$50,000	\$50,000	0.00%
Red Rock's Appropriation	\$7,500	\$10,000	\$10,000	\$10,000	0.00%
ESU Welch Stadium	\$400,000	\$0	\$0		#DIV/0!
Disc Golf Course Maintenance & Employee	\$100,000	\$100,000	\$132,401		-100.00%
Emporia Main Street	\$95,000	\$95,000	\$95,000	\$95,000	0.00%
Emporia Arts Council Support	\$30,000	\$30,000	\$30,000	\$30,000	0.00%
Emporia Granda	\$30,000	\$30,000	\$30,000		-100.00%
Symphony in the Flint Hills		\$0			#DIV/0!
Unbound Bike Event	\$15,000	\$20,000	\$0	\$0	#DIV/0!
DDO	\$20,000	\$50,000	\$50,000	\$50,000	0.00%
PDGA Professional Disc Golf World	\$20,000	\$20,000	\$20,000	\$20,000	0.00%
Immaginarium		\$45,000			#DIV/0!
National Teachers Hall of Fame		\$10,000	\$0	\$10,000	#DIV/0!
Free for Kansas - Music event	\$20,000	\$20,000			#DIV/0!
Dynamic Discs - Jones course improvement	\$17,900		\$17,900	\$58,127	224.73%
Hispanics of Today and Tomorrow	\$0	\$20,000	\$0	\$20,000	#DIV/0!
Marketing money (Mainstreet & Visit Emporia)		\$120,000			#DIV/0!
Miscellaneous	\$2,656	\$0	\$67,807	\$0	-100.00%
Special Projects		\$0	\$0		#DIV/0!
Outstanding PO's	\$0			\$0	#DIV/0!
TOTAL EXPENDITURES	\$1,310,056	\$1,140,000	\$874,409	\$583,127	-33.31%
Ending Cash Balance	\$671,185	\$408,887	\$508,818	\$478,599	
Transient Guest Tax Receipts	2021	2022	2023	2024	2025
1ST QUARTER-JANUARY	\$105,764.76	\$184,682.75	\$217,964.96	\$208,253.00	\$229,900.15
2ND QUARTER-APRIL	\$135,567.13	\$143,987.80	\$170,824.51	\$163,048.74	\$154,751.85
3RD QUARTER-JULY	\$192,642.58	\$223,905.58	\$232,566.63	\$298,395.94	\$0.00
4TH QUARTER-OCTOBER	\$200,102.99	\$219,288.14	\$230,393.63	\$262,929.27	\$0.00
TOTAL	\$634,077.46	\$771,864.27	\$851,749.73	\$932,626.95	\$384,652.00

City of Emporia, Kansas

Industrial Fund

as of May 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
Beginning Cash Balance	23,447	24,265	23,447	25,977	
REVENUE					
Ad Valorem Property Tax	1,060	1,000	612	1,087	77.60%
Other Taxes	136		34	41	20.14%
Interest on Investment	1,334	800	432	200	-53.67%
TOTAL RECEIPTS	2,530	1,800	1,079	1,329	23.20%
EXPENDITURES					
Travel Expense & Miscellaneous	0	1,185	0		0
Other charges	0				0
Contractual Services	0	0			0
Special Projects and Reserve Fund	0	24,976			0
TOTAL EXPENDITURES	0	26,161	0	0	0
Ending Cash Balance	25,977	(96)	24,526	27,306	

Economic Sales Tax

as of May 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
Beginning Cash Balance	\$1,319,820	\$989,728	\$1,319,820	\$1,038,291	
Revenue:					
Sales Tax Receipts	\$925,000	\$925,000	\$385,417	\$385,417	0.00%
Interest Income	\$31,551	\$20,000	\$9,740	\$6,615	-32.08%
Money for Land Purchases	\$195,906	\$0		\$0	
RDA returned money				\$79,182	#DIV/0!
Total Revenue	\$1,152,457	\$945,000	\$395,156	\$471,213	19.25%
Expense:					
Appropriation to the RDA	\$358,184	\$386,192	\$191,251	\$193,096	0.96%
Emporia Enterprises	\$35,000	\$0	\$35,000	\$0	
Main Street	\$45,000	\$45,000	\$45,000	\$45,000	0.00%
Land Purchase Bond Pmt	\$85,963	\$86,000	\$85,963	\$85,963	0.00%
Transfer to B&I water proj	\$350,000	\$350,000	\$350,000	\$350,000	0.00%
Dynamic Brewing Compar	\$500,000		\$500,000	\$0	-100.00%
VisionFirst Advisors	\$59,826		-\$186,483	\$23,238	-112.46%
Special Projects	\$13	\$967,535	\$0		
Total Expenses	\$1,433,986	\$1,834,727	\$1,020,731	\$697,297	-31.69%
Ending Cash Balance	\$1,038,291	\$100,001	\$694,245	\$812,208	

Special Alcohol Fund

as of May 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
Beginning Cash Balance	120,433	116,893	120,433	122,643	
REVENUE					
Private Club Liquor Tax	108,123	104,660	26,804	26,397	-1.52%
Interest on Investment	6,287	3,000	2,038	862	-57.71%
TOTAL RECEIPTS	114,410	107,660	28,843	27,258	-5.49%
EXPENDITURES					
Appropriations	112,200	144,400	33,450	40,650	21.52%
Special Projects		0	0	0	
TOTAL EXPENDITURES	112,200	144,400	33,450	40,650	21.52%
Ending Cash Balance	122,643	80,153	115,826	109,251	

	Receive in 2021	Receive in 2022	Receive in 2023	Receive in 2024	Receive in 2025
Appropriations					
Cross Winds	\$15,000.00	\$15,000.00	\$15,000.00	\$20,000.00	\$105,000.00
Corner House	\$48,750.00	\$65,000.00	\$75,000.00	\$85,000.00	\$0.00
Emporia State University	\$6,750.00	\$6,750.00	\$7,200.00	\$7,200.00	\$7,200.00
Flint Hills Tech (Mental Hea	\$0.00				\$7,200.00
Crosswinds Building Match					25,000.00
Total	\$70,500.00	\$86,750.00	\$97,200.00	\$112,200.00	\$144,400.00

Receipts	2021	2022	2023	2024	2025
1ST QUARTER - MARCH	\$17,214.78	\$23,976.09	\$25,545.76	\$26,804.33	\$26,397.00
2ND QUARTER - JUNE	\$18,634.04	\$22,129.19	\$26,129.12	\$26,489.58	\$0.00
3RD QUARTER - SEPTEMBER	\$25,844.73	\$28,544.72	\$31,037.27	\$29,035.42	\$0.00
4TH QUARTER - DECEMBER	\$24,664.21	\$25,393.46	\$27,455.87	\$25,793.55	\$0.00
TOTAL	\$86,357.76	\$100,043.46	\$110,168.02	\$108,122.88	\$26,397.00

Special Park Fund

as of May 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
Beginning Cash Balance	\$115,908	\$103,068	\$115,908	\$124,327	
REVENUE					
Private Club Liquor Tax	\$108,123	\$104,660	\$26,804	\$26,397	-1.52%
Interest on Investment	\$8,719	\$4,000	\$2,415	\$1,471	-39.11%
TOTAL RECEIPTS	\$116,842	\$108,660	\$29,220	\$27,867	-4.63%
EXPENDITURES					
Capital Outlay	\$93,423	\$135,250	\$0	\$10,894	3301112.12%
Municipal Band Allocation	\$15,000	\$15,000	\$15,000	\$15,000	0.00%
Miscellaneous					#DIV/0!
Commodities	\$0	\$0		\$0	#DIV/0!
Contractual Services	\$0	\$0	\$0	\$0	#DIV/0!
Other Charges					#DIV/0!
Transfer to Project Account	\$0			\$0	#DIV/0!
Special Projects	\$0	\$61,478	\$0		#DIV/0!
TOTAL EXPENDITURES	\$108,423	\$211,728	\$15,000	\$25,894	72.62%
Ending Cash Balance	\$124,327	\$0	\$130,127	\$126,300	
Receipts	2021	2022	2023	2024	2025
1ST QUARTER - MARCH	\$17,214.77	\$23,976.10	\$25,545.75	\$26,804.32	\$26,397.00
2ND QUARTER - JUNE	\$18,634.04	\$22,129.19	\$26,129.11	\$26,489.57	
3RD QUARTER - SEPTEMBER	\$25,844.73	\$28,544.72	\$31,037.26	\$29,035.43	
4TH QUARTER - DECEMBER	\$24,664.03	\$25,393.46	\$27,455.86	\$25,793.55	
TOTAL	\$86,357.57	\$100,043.47	\$110,167.98	\$108,122.87	\$26,397.00
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 May 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
Beginning Cash Balance	179,135	113,211	179,135	188,562	
REVENUE					
Gasoline Tax	733,844	745,383	330,361	349,310	5.74%
Damages	20,438	5,000	6,328	8,476	33.95%
Interest on Investment	15,927	10,000	5,645	2,484	-55.99%
Transfer of Funds	102,420	100,000	100,000	100,000	0.00%
Sale of Salvage	0			0	
Miscellaneous	125	0		0	
TOTAL RECEIPTS	872,754	860,383	442,333	460,270	4.06%
EXPENDITURES					
Personnel Services	632,443	634,288	283,200	264,788	-6.50%
Vacancy		(12,147)			#DIV/0!
Maintenance & Repair	87,417	131,870	32,437	32,571	0.41%
Commodities	108,214	154,350	52,168	55,319	6.04%
Other Charges	20,827	(41,712)	9,471	42,481	348.55%
Capital Outlay	0	0		0	#DIV/0!
Transfer of Funds	0	25,000	0	33,109	#DIV/0!
Utilities	9,225	5,750	8,049	3,016	-62.52%
Communications	2,420	2,700	565	1,103	95.19%
Training & Travel	6,216	8,000	3,643	11,541	216.77%
Contractual Services	24,585	41,100	8,529	5,073	-40.52%
Special Projects	0	24,394	0	0	
Audit Adjustments	(28,021)			7,830	
TOTAL EXPENDITURES	863,327	973,593	398,061	456,833	14.76%
Net Change in Cash	9,427	(113,210)	44,272	3,437	
Ending Cash Balance	188,562	1	223,407	191,999	
Receipts					
	2021	2022	2023	2024	2025
1st Quarter - Jan Payment	\$161,594.64	\$167,557.74	\$167,412.68	\$159,680.00	\$180,485.00
2nd Quarter - April Payment	\$149,245.64	\$157,106.42	\$149,529.56	\$151,744.49	\$129,635.50
Extra Payment- June	\$54,671.53				0
3rd Quarter - July Payment	\$172,643.49	\$166,060.14	\$166,505.96	\$174,865.61	\$0.00
4th Quarter - Oct Payment	\$174,419.30	\$165,112.70	\$164,909.80	\$166,786.70	\$0.00
Total	\$712,574.60	\$655,837.00	\$648,358.00	\$653,076.80	\$310,120.50

Capital Item	Budget Amount	Purchase Price
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Drug Forfeiture Fund

as of May 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
Beginning Cash Balance	\$35,885	\$40,045	\$40,045	\$65,741	
REVENUE					
Receipts from Drug Forfeitures	\$40,393	\$5,000	\$21,914	\$4,850	-77.87%
Interest on Investment	\$2,710	\$2,000	\$779	\$522	-33.08%
Miscellaneous					
TOTAL RECEIPTS	\$43,103	\$7,000	\$22,694	\$5,371	-76.33%
EXPENDITURES					
Commodities	\$11,268	\$5,000	\$11,268	\$0	-100.00%
Capital Outlay		\$0		\$0	#DIV/0!
Communications	\$330	\$0	\$330	\$0	-100.00%
Other Charges	\$1,649		\$0	\$0	#DIV/0!
Transfer of funds					#DIV/0!
Other Contractual	\$0	\$0		\$0	#DIV/0!
Travel & Training					#DIV/0!
Maintenance & Repair	\$0	\$0	\$0	\$0	#DIV/0!
Special Projects		\$42,045	\$0		#DIV/0!
TOTAL EXPENDITURES	\$13,247	\$47,045	\$11,598	\$0	-100.00%
Ending Cash Balance	\$65,741	\$0	\$51,141	\$71,112	

Storm Water

as of May 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
Beginning Cash Balance	\$243,446	\$0	\$243,446	\$139,005	
REVENUE					
Transfer from Multi Year	\$100,000	\$0	\$5,828	\$1,547	-73.45%
Interest on Investment	\$13,609	\$0	\$100,000	\$100,000	0.00%
Miscellaneous					
TOTAL RECEIPTS	\$113,609	\$0	\$105,828	\$101,547	-4.05%
EXPENDITURES					
Commodities	\$0	\$0	\$0	\$0	#DIV/0!
Capital Outlay	\$7,184	\$0	\$1,354	\$0	-100.00%
Communications	\$702	\$0	\$616	\$0	-100.00%
Other Charges	\$0			\$0	#DIV/0!
Transfer of funds	\$0			\$0	#DIV/0!
Other Contractual	\$72,258	\$0	\$57,535	\$0	-100.00%
Travel & Training					#DIV/0!
Maintenance & Repair	\$137,906	\$0	\$38,468	\$0	-100.00%
Special Projects		\$0	\$0		
TOTAL EXPENDITURES	\$218,050	\$0	\$97,973	\$0	-100.00%
Ending Cash Balance	\$139,005	\$0	\$251,301	\$240,552	

City of Emporia, Kansas

Land Bank

as of May 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
Beginning Cash Balance	\$127,414	\$0	\$127,414	\$133,963	
REVENUE					
Transfer from Multi Year	\$0	\$0	\$0	\$0	
Interest on Investment	\$6,967	\$0	\$2,283	\$1,007	-55.91%
Sale of Property	\$0			\$0	
TOTAL RECEIPTS	<u>\$6,967</u>	<u>\$0</u>	<u>\$2,283</u>	<u>\$1,007</u>	<u>-55.91%</u>
EXPENDITURES					
Commodities	\$0	\$0	\$0	\$0	#DIV/0!
Capital Outlay		\$0	\$0	\$0	#DIV/0!
Communications	\$0	\$0	\$0	\$0	#DIV/0!
Other Charges	\$418	\$0	\$362	\$6,357	1655.74%
Purchase of Property	\$0	\$0	\$0		#DIV/0!
Communications	\$0	\$0	\$0	\$0	#DIV/0!
Other Contractual Services		\$0	\$0	\$0	#DIV/0!
Maintenance & Repair	\$0	\$0	\$0	\$0	#DIV/0!
Outstanding PO's	\$0			\$0	#DIV/0!
Special Projects		\$0	\$0		#DIV/0!
TOTAL EXPENDITURES	<u>\$418</u>	<u>\$0</u>	<u>\$362</u>	<u>\$6,357</u>	
Ending Cash Balance	\$133,963	\$0	\$129,335	\$128,612	

Bond & Interest Fund

as of May 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
Beginning Cash Balance	\$2,358,480	\$3,765,846	\$2,358,480	\$3,958,724	\$0
REVENUE					
Ad Valorem Property Tax	\$2,064,333	\$2,061,111	\$1,184,325	\$1,982,305	167.38%
Other Taxes	\$298,751	\$245,922	\$102,712	\$115,328	112.28%
Interest on Investment	\$202,643	\$100,000	\$64,693	\$39,110	60.45%
Recreation Center - Fitness Room	\$51,360	\$49,440	\$1,680	\$720	42.86%
Industrial Land Payment - Ind Sales Tax	\$85,963	\$0	\$85,963	\$88,292	102.71%
Sale of Bonds	\$0	\$0	\$0	\$12,210,000	
RHID Krestinger Tax Payment	\$44	\$0		\$2	
RHID Mehtroplois Tax Payment	\$0	\$0	\$0		
Miscellaneous	\$0	\$0		\$0	
Transfer of Funds from Project Accounts	\$0	\$0	\$0	\$0	
TOTAL RECEIPTS	\$2,703,094	\$2,456,473	\$1,439,373	\$14,435,758	1002.92%
EXPENDITURES					
Bond Payment	\$1,102,850	\$1,124,100	\$113,925	\$97,550	85.63%
Transfer of funds	\$0			\$12,210,000	#DIV/0!
Misc projects		\$5,098,219	\$0		#DIV/0!
TOTAL EXPENDITURES	\$1,102,850	\$6,222,319	\$113,925	\$12,307,550	
Ending Cash Balance	\$3,958,724	\$0	\$3,683,928	\$6,086,932	

Equipment Reserve Fund

as of May 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
Beginning Cash Balance	\$579,091	\$0	\$579,091	\$249,176	
REVENUE					
Transfer from other funds	\$0			\$739,667	(739,667)
Interest on Investment	\$31,505		\$12,921	\$905	-93.00%
Sale of Vehicles	\$203,380		\$63,165	\$0	-100.00%
TOTAL RECEIPTS	\$234,885	\$0	\$76,086	\$740,572	873.34%
EXPENDITURES					
Leasing Payment	\$133,261		\$166,516	\$316,699	90.19%
Capital Outlay	\$431,539		\$0	\$0	#DIV/0!
Special Projects					
TOTAL EXPENDITURES	\$564,800	\$0	\$166,516	\$316,699	
Ending Cash Balance	\$249,176	\$0	\$488,661	\$673,049	

City of Emporia, Kansas

Water Fund

as of May 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
BEGINNING CASH	830,592	357,845	830,592	10,000	
REVENUE					
Sale of Water	9,286,308	9,873,500	3,494,465	3,867,402	10.67%
Service Charge	83,539	100,000	32,433	32,441	0.03%
Penalties	102,425	92,000	40,042	45,583	13.84%
Sale of Salvage	0	0	0		
Reimbursed Expense	57,451	20,000	57,457	0	-100.00%
Interest on Investment	42,986	40,000	23,878	6,193	-74.06%
Sale of Bonds	0	0	0	0	
Trf from Industrial Fund	350,000	350,000	350,000	350,000	0.00%
Trf from Project fund	0	0	0	0	
Non Operating Revenue	5,240,370	0	954,263	0	
Miscellaneous	0	2,100	2,936	5,606	90.95%
TOTAL RECEIPTS	15,163,079	10,477,600	4,955,472	4,307,225	-13.08%
EXPENDITURES					
Personnel Services	1,387,665	1,502,807	583,086	595,063	2.05%
Vacancy		(28,910)	0		
Maintenance & Repair	1,381,379	1,110,400	382,141	242,601	-36.52%
Commodities	2,047,987	1,769,350	825,110	991,480	20.16%
Other Charges	644,539	340,260	187,573	168,178	-10.34%
Industrial Discount		320,000	131,871	141,738	7.48%
Capital Outlay	373,685	415,000	0	121,715	
Debt Payment	1,825,075	1,635,939	1,644,649	1,653,768	0.55%
Stock	120,609	5,000	3,870	0	-100.00%
Transfer to Project Account	5,240,370	0	954,263	0	-100.00%
Utilities	630,971	712,100	249,599	221,336	-11.32%
Communications	24,833	44,700	9,538	9,813	2.88%
Travel & Training	19,330	22,500	8,426	11,705	38.91%
Contractual Services	1,222,028	1,329,450	885,456	876,491	-1.01%
Administrative Fee 16%	1,105,842	1,405,680	570,710	627,119	9.88%
Excess Carryover		0	0		
Change in Liabilities	(40,644)	0	329,029	(34,988)	
Outstanding PO's			0	541,338	
TOTAL EXPENDITURES	15,983,671	10,584,276	6,765,322	6,167,357	-8.84%
NET CHANGE IN CASH	(820,592)	(106,676)	(1,809,850)	(1,860,131)	2.78%
ENDING CASH BALANCE	10,000	251,169	(979,258)	(1,850,131)	
Principal Bond Payments	(1,415,000)	(1,370,000)	(1,415,000)	(1,370,000)	
Depreciation	1,456,758	1,550,000	129,166	0	
Capitalized Assets	(3,879,788)	(995,000)	0	0	
Liabilities					
ADJUSTMENTS	(3,838,030)	(815,000)	(1,285,834)	(1,370,000)	
Base for reserve calculation	10,369,616	10,169,276	5,811,060	6,045,642	
20% reserve amount	2,073,923	2,033,855	1,162,212	1,209,128	
Amount over 20% reserve	(2,063,923)	(1,782,686)	(2,141,470)	(3,059,260)	

Wastewater Fund

as of May 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
BEGINNING CASH	1,029,532	726,707	1,029,532	640,981	
REVENUE					
Sales/Charges	6,600,709	7,040,000	2,590,458	2,973,896	14.80%
Extra Strength Surcharge	163,428	155,000	68,824	91,013	32.24%
Interest on Investment	45,923	30,000	20,949	10,335	-50.67%
New System taps	2,000	5,000	800	800	0.00%
Loss on sales of assets	0			0	
Grant money	0	0	0	0	
Sale of Bonds	0	0	0	0	
Non Operating Revenue	135,920		0	0	
Miscellaneous	6,808	1,000	14,015	2,485	-82.27%
TOTAL RECEIPTS	6,954,788	7,231,000	2,695,047	3,078,528	14.23%
EXPENDITURES					
Personnel Services	1,425,385	1,310,671	588,743	594,347	0.95%
Vacancy	0	(23,100)	0	0	
Maintenance & Repair	420,819	489,100	134,327	73,412	-45.35%
Commodities	534,367	374,750	315,624	253,092	-19.81%
Other Charges	165,841	187,785	115,628	127,168	9.98%
Capital Outlay	117,523	405,000	86,711	558	-99.36%
Debt Payment	2,983,764	2,800,484	2,647,826	2,619,463	-1.07%
Transfer to Project fund	135,920	79,100	135,920	0	-100.00%
Utilities	749,512	599,500	272,805	326,862	19.82%
Communications	22,855	29,600	8,078	8,738	8.17%
Travel & Training	9,652	11,500	3,950	8,064	104.14%
Contractual Services	344,176	239,550	128,082	138,094	7.82%
Administrative Fee flat	610,000	610,000	254,167	254,167	0.00%
Excess Carryover		0	0		
Change in Liabilities	(176,476)	0	(315,645)	(215,738)	
Outstanding PO's				100,316	
TOTAL EXPENDITURES	7,343,338	7,113,940	4,376,216	4,288,542	-2.00%
NET CHANGE IN CASH	(388,551)	117,060	(1,681,170)	(1,210,014)	
ENDING CASH BALANCE	640,981	843,767	(651,638)	(569,032)	
Depreciation	2,096,619	2,125,205	177,099	0	
Principal Bond Payments	(2,285,730)	(2,211,279)	(2,285,730)	(2,211,279)	
Capitalized Assets	(3,169,496)	(405,000)	0	0	
Change in Liabilities		0			
ADJUSTMENTS	(3,358,607)	(491,074)	(2,108,631)	(2,211,279)	
Base for reserve calculation	7,089,895	6,708,940	4,153,585	4,287,985	
20% Cash Reserve amount	1,417,979	1,341,788	830,717	857,597	
Amount over 20% Cash Reserve	(776,998)	(498,021)	(1,482,355)	(1,426,629)	

Solid Waste Fund

as of May 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan - May Actual	2025 Jan - May Actual	Change between 24 & 25
BEGINNING CASH	3,388,241	2,347,675	3,388,241	2,528,037	
REVENUE					
Refuse Collection Fees	3,047,423	3,300,000	1,253,617	1,373,908	9.60%
Loss on Sale of Assets	0	0	0	0	
Interest on Investments	156,375	120,000	63,033	21,640	-65.67%
Trf from Health Ins - Premiums		0	0		
Resale of Recyclables	144,698	90,000	56,097	42,887	-23.55%
Box Container Fees	1,869,277	2,013,000	769,976	808,720	5.03%
Landfill Fees	578,017	597,500	219,981	351,818	59.93%
Transfers	0	0	0	0	
Miscellaneous	15,845	5,500	25,183	5	-99.98%
TOTAL RECEIPTS	5,811,636	6,126,000	2,387,888	2,598,978	8.84%
EXPENDITURES					
Personnel Services	2,496,197	2,636,900	1,006,708	1,135,141	12.76%
Vacancy		(51,039)			
Maintenance & Repair	257,114	390,500	71,928	129,876	80.56%
Commodities	399,765	447,100	142,346	193,432	35.89%
Other Charges	395,271	248,730	114,356	238,878	108.89%
Industrial Discount		130,000	54,673	56,581	3.49%
Capital Outlay	320,359	1,150,000	0	320,359	
Transfer to Equipment Reserve	0	0	0	0	
Utilities	52,096	74,000	25,936	28,048	8.14%
Communications	38,036	54,300	12,567	12,424	-1.14%
Transfer to project		0			
Travel & Training	6,051	11,600	3,207	2,433	-24.13%
Contractual Services	1,759,615	1,879,000	699,064	601,680	-13.93%
Administrative Fee 16%	975,905	924,880	359,040	404,985	12.80%
Excess Carryover	0	577,705	0	0	
Change in Liabilities	(28,569)	0	18,516	(87,095)	
Outstanding PO's			297,674	501,690	
TOTAL EXPENDITURES	6,671,840	8,473,676	2,806,014	3,538,431	26.10%
NET CHANGE IN CASH	(860,204)	(2,347,676)	(418,126)	(939,453)	
ENDING CASH BALANCE	2,528,037	(1)	2,970,115	1,588,584	
Principal Payments	0	0	0	0	
Depreciation	394,298	455,000	37,082	0	
Capitalized Assets	(459,572)	(655,000)	0	0	
Change in Liabilities		0			
ADJUSTMENTS	(65,274)	(200,000)	37,082	0	
Base for reserve calculation	6,351,481	7,323,676	2,806,014	3,218,072	
20% cash reserve amount	1,270,296	1,464,735	561,203	643,614	
Amount over 20% Cash Reserv	1,257,740	(1,464,736)	2,408,912	944,969	

CITY OF EMPORIA
ACTUAL COMPARED TO BUDGET
as of May 31, 2025
EXPENSES FOR GENERAL FUND DEPARTMENTS

	2025 AMENDED BUDGET	2025 W ENCUMBRANCES	DIFFERENCE B/W ACTUAL & BUDGET	PERCENTAGE RECEIVED/ USED	General Fund Shared Revenue	Shared Budget	Actual Shared Budget	Department Net
						11,182,005	13,507,793	
GENERAL FUND ADMINISTRATION	4,000,000.00	147,485.26	3,852,515	4%	13.65%	1,525,996	1,843,394	1,695,909
COMMISSION/MANAGER/CLERK	1,310,571.00	649,801.64	660,769	50%	4.47%	499,982	603,975	(45,827)
FINANCE/HUMAN RESOURCES	546,811.00	196,123.43	350,688	36%	1.87%	208,608	251,997	55,874
INFORMATION SYSTEMS	549,437.00	207,222.33	342,215	38%	1.87%	209,610	253,207	45,985
COMMUNICATION	20,100.00	11,767.36	8,333	59%	0.07%	7,668	9,263	(2,504)
POLICE PROTECTION	5,982,680.00	2,822,235.02	3,160,445	47%	20.41%	2,282,387	2,757,109	(65,126)
ANIMAL CONTROL	286,834.00	106,069.77	180,764	37%	0.98%	109,427	132,187	26,117
FIRE PROTECTION	3,589,287.00	1,546,318.79	2,042,968	43%	12.25%	1,369,309	1,654,117	107,799
AMBULANCE SERVICE	4,176,286.00	1,545,014.00	2,631,272	37%	14.25%	1,593,249	1,924,635	379,621
COURT SERVICES	659,309.00	285,706.54	373,602	43%	2.25%	251,526	303,842	18,135
ENGINEERING	755,403.00	352,551.41	402,852	47%	2.58%	288,186	348,126	(4,425)
STREET	0.00	0.00	0	0%	0.00%	0	0	0
SNOW REMOVAL	75,000.00	70,381.57	4,618	94%	0.26%	28,612	34,564	34,564
GOLF COURSE MAINTENANCE	584,155.00	244,029.78	340,125	42%	1.99%	222,855	269,207	198,825
GOLF SHOP	528,024.00	273,149.61	254,874	52%	1.80%	201,441	243,339	(691)
PARK	1,356,066.00	561,389.64	794,676	41%	4.63%	517,338	624,941	351,791
DISC GOLF	226,735.00	694.91	226,040	0%	0.77%	86,499	104,490	(456,899)
AQUATIC CENTER	243,300.00	33,719.83	209,580	14%	0.83%	92,819	112,124	(449,265)
ZOO	938,587.00	301,821.44	636,766	32%	3.20%	358,070	432,546	431,851
CIVIC BUILDING OPERATIONS	908,451.00	407,446.93	501,004	45%	3.10%	346,573	418,658	384,938
LIBRARY MAINTENANCE	86,417.00	77,523.03	8,894	90%	0.29%	32,968	39,825	(261,996)
GROUND MAINTENANCE	139,727.00	29,391.82	110,335	21%	0.48%	0	64,393	(343,054)
CONCESSION STAND	90,952.00	58,771.55	32,180	65%	0.31%	34,698	41,915	(35,608)
CODE SERVICES	998,619.00	453,376.81	545,242	45%	3.41%	380,972	460,212	6,835
SHOP MAINTENANCE	92,616.00	-11,391.48	104,007	-12%	0.32%	35,333	42,682	13,290
STREET LIGHTING	349,020.00	132,720.64	216,299	38%	1.19%	133,151	160,845	102,074
MISC APPROPRIATIONS	91,500.00	64,349.10	27,151	70%	0.31%	34,907	42,168	53,559
AIRPORT	897,333.00	301,591.37	595,742	34%	3.06%	342,332	413,535	349,185
PARKING FACILITY	11,600.00	3,963.52	7,636	34%	0.04%	4,425	5,346	(296,246)
TRANSERS	4,341,507.00	1,802,399.70	2,539,107	42%	14.81%	1,656,281	2,000,777	1,996,813
CONTINGENCY	-356,397.00	0	(356,397)	0%	-1.22%	(135,965)	(164,245)	(1,966,645)
EXCESS CARRYOVER	0		0	0%				
GENERAL FUND	33,479,930	12,675,625	20,804,305	12	1	12,719,255	15,429,174	
	29,310,704							

CITY OF EMPORIA
 ACTUAL COMPARED TO BUDGET
 as of May 31, 2025
 EXPENSES FOR WATER FUND DEPARTMENTS

	2025 AMENDED BUDGET	2025 ACTUAL WITH ENCUMBRANCES	DIFFERENCE B/W ACTUAL & BUDGET	PERCENTAGE RECEIVED/ USED
DEBT	3,247,190	742,662	2,504,528	23%
ADMINISTRATION	195,939	283,768.40	(87,829)	145%
WATER SERVICE	641,196	281,975.28	359,221	44%
WATER MAINTENANCE	2,179,180	516,516.71	1,662,663	24%
WATER PLANT	6,116,943	2,718,377.33	3,398,566	44%
WATER STOCK	5,000	0.00	5,000	0%
	<u>12,385,448</u>	<u>4,543,300</u>	<u>7,842,148</u>	<u>3</u>

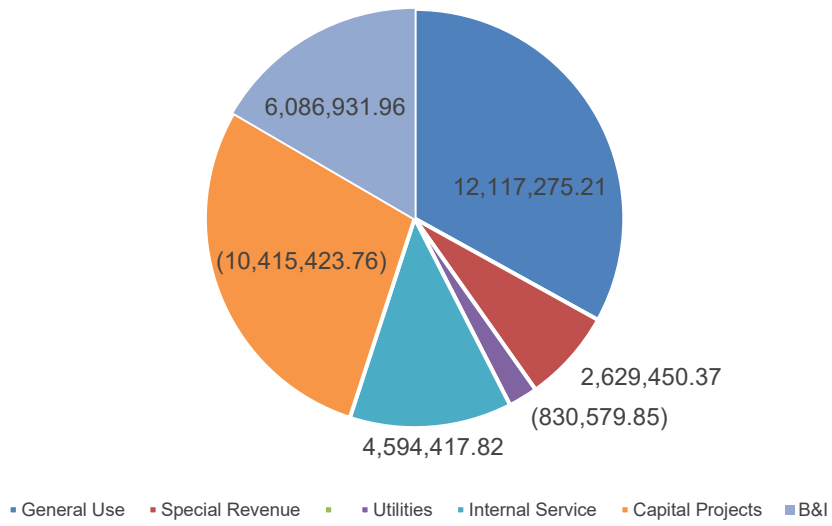
CITY OF EMPORIA
 ACTUAL COMPARED TO BUDGET
 as of May 31, 2025
 EXPENSES FOR WASTEWATER FUND DEPARTMENTS

	2025 AMENDED BUDGET	2025 W ENCUMBRANCES	DIFFERENCE B/W ACTUAL & BUDGET	PERCENTAGE RECEIVED/ USED
DEBT	3,096,175	408,184	2,687,991	13%
ADMINISTRATION	822,715	379,776	442,939	46%
WASTEWATER SERVICE	212,398	110,625	101,773	52%
SEWER MAINTENANCE	2,122,741	511,355	1,611,386	24%
SEWER PLANT	3,828,885	1,116,642	2,712,243	29%
	<u>10,082,914</u>	<u>2,526,583</u>	<u>7,556,331</u>	<u>25%</u>

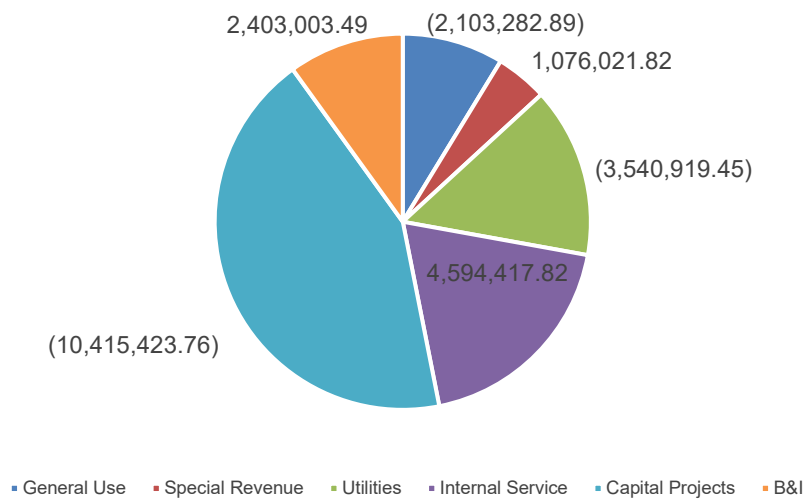
CITY OF EMPORIA
 ACTUAL COMPARED TO BUDGET
 as of May 31, 2025
 EXPENSES FOR SOLID WASTE FUND DEPARTMENTS

	2025 AMENDED BUDGET	2025 W ENCUMBRANCES	DIFFERENCE B/W ACTUAL & BUDGET	PERCENTAGE RECEIVED/ USED
ADMINISTRATION	1,738,158	590,570	399,598	34%
COLLECTIONS	3,782,145	1,565,520	797,978	41%
TRANSFER STATION	2,643,661	697,456	535,461	26%
RECYCLING CENTER	754,712	335,415	221,275	44%
	<u>8,918,676</u>	<u>3,188,962</u>	<u>1,954,312</u>	<u>1</u>

Unencumbered Cash



Available Funds



City of Emporia
Unencumbered Cash Report
as of May 31, 2025

	Amount	YTD Budget	Difference	Unencumbered Cash		
101 General Fund	9,888,461.13	8,247,628.10	1,640,833.03	General Use	12,117,275.21	85.44%
102 Multi Year Fund	2,228,814.08	5,972,930.00	(3,744,115.92)	Special Revenue	2,629,450.37	18.54%
103 Insurance Reserve	704,971.33	675,256.63	29,714.70			
104 Vacant Property Program	1,528.30	-	1,528.30	Utilities	(830,579.85)	-5.86%
201 Library Fund	448,789.03	(445,962.38)	894,751.41	Internal Service	4,594,417.82	32.40%
203 Transient Guest Tax Fund	478,598.83	508,818.34	(30,219.51)	Capital Projects	(10,415,423.76)	-73.44%
204 Industrial Fund	27,305.83	24,525.59	2,780.24	B&I	6,086,931.96	42.92%
205 Economic Sales Tax Fund	812,207.88	694,245.31	117,962.57		14,182,071.75	
206 Special Alcohol Fund	109,251.49	115,825.54	(6,574.05)			
207 Special Park & Recreation Fund	126,300.21	130,127.22	(3,827.01)	Budget		
208 Special Street Fund	191,999.33	223,407.03	(31,407.70)	General Use	(2,103,282.89)	
209 Drug Money Forfeitures Fund	71,112.26	51,140.52	19,971.74	Special Revenue	1,076,021.82	
210 Storm Water Fund	240,552.18	251,301.38	(10,749.20)	Utilities	(3,540,919.45)	
218 Emergency Shelter Grant Fund	(285.40)		(285.40)	Internal Service	4,594,417.82	
224 Fire Public Education	7,819.21		7,819.21	Capital Projects	(10,415,423.76)	
225 Police Grants Fund	(3,125.76)		(3,125.76)	B&I	2,403,003.49	
251 Emporia Homeowner Repair	(41,505.15)		(41,505.15)			
252 2014 Housing Rehab	20,020.58		20,020.58			
254 2020 CDBG Rehab Grant	4,573.19		4,573.19			
260 Land Bank	128,612.12		128,612.12			
301 Bond and Interest Fund	6,086,931.96	3,683,928.47	2,403,003.49			
305 Equipment Reserve Fund	673,049.08	488,660.68	184,388.40			
401 Coronavirus Recovery Grant	-		-			
406 Internal Improvement Fund	2,606,954.67		2,606,954.67			
407 Rec Center Projects	(164,359.30)		(164,359.30)			
409 Water Treatment Plant Improvement	254,387.78		254,387.78			
413 Water Main Improvements	(16,438,052.70)		(16,438,052.70)			
415 Civic Auditorium Project Fund	166,566.77		166,566.77			
423 Airport Improvements Fund	187,308.41		187,308.41			
428 Park Improvements Fund	(174,342.30)		(174,342.30)			
441 Paving Projects Fund	(1,388,704.87)		(1,388,704.87)			
442 Construction Projects Fund	991,194.17		991,194.17			
444 Waste water Improvement	3,543,623.61		3,543,623.61			
501 Water Utility Fund	(1,850,131.16)	(979,258.35)	(3,059,259.50)			
502 Sewer Fund	(569,032.31)	(651,637.54)	(1,426,629.22)			
503 Solid Waste Fund	1,588,583.62	2,970,114.84	944,969.27			
601 Worker's Comp Fund	2,287,860.45		2,287,860.45			
602 Health Care Fund	2,306,557.37		2,306,557.37			
708 Fire Insurance Proceeds	7,224.54		7,224.54			
	15,561,620.46					



DATE: June 11, 2025
TO: City Commissioners
FROM: Janet Harrouff
SUBJECT: Budget Comparison

The **General Fund** Income Statement for the five-month period ending May 31, 2025, has been reviewed and the significant budget variations have been explained below.

Revenue:

Ad Valorem Tax 96% has been received to date and 6% more than 2024

Sales Tax is \$178,837 higher than 2024 and 41% of the YTD budget

Franchise tax is \$112,000 higher than 2024 and 46% of the YTD budget

Administration fees are \$110,000 higher than 2024 and 44% of the YTD budget

Expense

Personnel Services is 8% more than 2024 and 44% of the YTD budget.

Maintenance and Repairs are down 34% from 2024

Commodities are up 22% from 2024 due to the purchase of the Tyler Technologies software.

Total revenues for the five-month period ending May 31, 2025, were \$16,016,751 and expenses were \$12,733,265. The unencumbered cash balance is \$9,888,461.

I have reviewed the **Water Fund** Income Statement for the five-month period ending May 31, 2025. The significant budget variations have been explained below.

Revenue

Sale of Water is 11% higher than 2024 or \$373,000 more. 39% of the budget has been received.

Expense

Almost all expenses are down significantly from 2024 which is \$356,000 less in expenses.

Total revenues for the five-month period ending May 31, 2025, were \$4,37,225 while expenses were \$6,167,357. The expense amount includes the entire bond payment that will be made in August. The ending cash balance is negative \$1,850,131.

I have reviewed the **Wastewater Fund** Income Statement for the five-month period ending May 31, 2025. The significant budget variations have been explained below.

Revenue:

Sewer Charges are 15% higher than in 2024 which is \$383,000 more in revenue.

Expenses

Maintenance and repair and commodities are down sufficiently from 2024 in the amount of \$123,000.

Total revenues for the five-month period ending May 31, 2025, were \$3,078,528 and expenses were \$4,288,542. The cash balance is negative \$569,032.

I have reviewed the **Solid Waste Fund** Income Statement for the five-month period ending May 31, 2025. The significant budget variations have been explained below.

Revenue

Fees for polycarts and dumpsters are 9% higher than in 2024. Roll off containers are up 5% and landfill fess are up 60% for a revenue increase of \$291,000 over 2024.

Expenses

Personnel services and utilities are 20% higher than in 2024. Maintenance and repair is 80% higher than in 2024. Overall expenses are up \$732,000 from 2024.

Total revenues for the five-month period ending May 31, 2025, were \$2,598,978 and expenses were \$3,538,431. The fund experienced a loss of \$939,000 in the first five months of the year. The cash balance has decreased \$1,381,531 since May 2024.

The Governing Body of the City of Emporia, Kansas, met in Regular Session, Wednesday, June 4, 2025, with Mayor Harter presiding and Commissioners Brinkman, Curtis, and Smith present. Commissioner Sauder was present via phone. Also present were City Manager Cocking, Deputy City Manager Detter, Assistant City Manager Wash, City Clerk Sull and City Attorney Montgomery.

Tagan Trahoon, and other citizens of Emporia, were in attendance to accept a proclamation declaring the month of June 2025, as “Pride Month” in Emporia. He stated Emporia has a diverse Lesbian, Gay, Bisexual, Transgender, and Questioning (LGBTQ+) community and is committed to supporting visibility, dignity, and equity for all residents. Emporia is strengthened by the diversity of ethnic, cultural, racial, gender, and sexual identities of its residents and business community members. Discrimination against people from the LGBTQ+ community around the world makes it imperative for cities like Emporia to stand up and show support for our LGBTQ+ residents. Each of us can promote inclusiveness, celebrate diversity, support all fellow community members, prevent the spread of misinformation, and reject hate and bias in all forms, which will make Emporia a stronger and healthier community. June has become a symbolic month in which the LGBTQ+ community and allies come together in various celebrations of pride. He encouraged all residents to actively promote, support, and help build a culture of inclusiveness and acceptance.

Mayor Harter then presented the proclamation.

Representatives of EFOZ Board Members, and David Traylor Zoo were in attendance to accept a proclamation declaring the month of June as “Zoo Month” in Emporia. They stated Zoological Parks and Aquariums of North America serve the needs of both humans and wildlife by bringing them together in a unique setting. They help build awareness, understanding, concern and a sense of stewardship for wildlife and the environment. Their commitment to education fosters and enriches the appreciation of wildlife in over 20 million school children each year. They urged all citizens to visit the

David Traylor Zoo of Emporia to experience firsthand the wonders of nature and our environment offered by the zoo.

Mayor Harter then presented the proclamation.

Pauline Stacchini, Emporia Public Library Executive Director, was in attendance to accept a proclamation in support of the 2025 Summer Reading Program “Color Our World” in Emporia. She stated the Emporia Public Library keeps our minds sharp, our imaginations vivid, and our community connected all year long. The power of stories brings folks together, lights up imaginations, and makes long summer days a little brighter. She stated the Emporia Public Library is opening its doors and its books for another season with the 2025 Summer Reading Program. She stated the Library’s Summer Reading Program offers a rainbow of free, family-friendly programs that help kids keep learning while school’s out and give everyone a reason to turn the page. She encouraged all residents to read, explore and celebrate with the Emporia Public Library.

Mayor Harter then presented the proclamation.

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.

Jerry Campbell, 1201 Presby Drive, Emporia Kansas; Ester Knobloch, 2378 State Highway 58, Madison, Kansas; and Don Hill, 2805 Twin Lakes Drive, Emporia, Kansas, stated their concerns of services from the proposed medical facility of Stormont Vail Healthcare and the services provided by Newman Regional Health with the effect on the community.

**CITY COMMISSION
(Stormont Vail Healthcare, Inc.)
(Development Agreement)**

City Manager Cocking stated the City of Emporia has negotiated a Development Agreement with Stormont Vail Healthcare, Inc. for the construction and operation of a new healthcare facility at 18th Avenue and Road G. The agreement formalizes the project, outlines development standards and establishes long-term mutual responsibilities. This Development Agreement represents a balanced approach to supporting private healthcare investment while safeguarding the long-term viability of Newman Regional Health and other existing medical providers. He stated as part of the Agreement, Stormont Vail Healthcare, Inc. has agreed to a contractual provision prohibiting the operation of an ambulatory surgical center (ASC) on the property to a period of six (6) years. The Agreement does not authorize or restrict ASC use beyond that term; any future proposal will remain subject to applicable building codes, zoning regulations and state licensing requirements. The six-year prohibition on the operation of an ASC provides clarity on the facility's intended scope of operations and aligns with the City's long-term objectives for community-focused development. Key points of the Agreement include:

- Project Scope: Construction of a healthcare facility intended for use as medical offices and medical labs.
- Six-Year Prohibition: No ambulatory surgical center may be operated on the property for six years from the date of the Agreement.
- Stormont Vail Commitments:
 - Construct a medical office facility.
 - Fund and construct all on-site infrastructure improvements.
 - Conduct a traffic impact study.
 - Construct a new city street and storm water improvements along the eastern boundary of the project site, adjacent to Debaugue Soccer Complex.
 - Contribute \$250,000 towards cost of future street and storm water upgrades to 18th Avenue and Road G.
- City Commitments:
 - Review and process development applications in good faith and consistent with adopted policies.
 - Collaborate on public infrastructure planning as needed.

The six-year prohibition on ASC operations reflects significant community input and was negotiated to reduce potential service duplication and support strategic healthcare growth. The Agreement provides predictability for all parties, encourages infrastructure investment and expands healthcare access within clearly defined parameters. He stated after review, Staff has reached the conclusion that cities in Kansas currently do not have the authority to limit the duplicative services health care entities provide. There is no financial obligation imposed on the City. There are no incentives given by the City for this project. Stormont Vail is responsible for funding all on-site improvements and contributing toward off-site infrastructure enhancements. He stated at the end of the six-year restriction on ASC, this will come before the City for further discussions, it does not automatically lift and allow an ASC. Staff recommend approval of the Development Agreement between the City of Emporia and Stormont Vail Healthcare, Inc., including the six-year prohibition on the operation of an ambulatory surgical center, and authorizing the Mayor to sign the agreement.

Commissioner Brinkman made a motion to approve the Development Agreement between the City of Emporia and Stormont Vail Healthcare, Inc., including the six-year prohibition on operation of an ambulatory surgical center, and authorize the Mayor to sign the agreement. Commissioner Smith seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Smith, aye; Commissioner Curtis, aye; Commissioner Sauder, aye; and Mayor Harter, aye.

**FIRE DEPARTMENT
(Architectural Services Agreement – Tessere, Inc.)
(Remodel and Addition)
(Fire Station No. 2)**

City Manager Cocking stated the City of Emporia is moving to the next phase of the remodel and expansion of Fire Station No. 2 at 1427 Industrial Road. City Staff recommend that the City entered into an agreement with Tessere, Inc. for full architectural services, including design, documentation and construction administration. The project delivery model is the same as Fire Station No. 1 with a Construction Manager as Constructor (CM). Crossland Construction Company, Inc. is the CM for the project. Total

cost of the project is estimated at \$5,679,400. He stated Tessere, Inc. brings public safety facility experience and familiarity with Emporia to this project. The contract defines clear roles between the architect and the CM ensuring that the City retains project oversight and design control. The Architectural Services Agreement includes:

Stipulated Sum: \$397,000
Estimated Reimbursable Expenses: \$11,500
Total Estimated Compensation: \$408,500

This project will be funded through the City's Bond and Interest Fund. Staff recommend approving the agreement with Tessere, Inc. for architectural services for Fire Station No. 2 in the amount of \$397,000 plus up to \$11,500 in reimbursable expenses and authorize the City Manager to execute the agreement.

Commissioner Curtis made a motion to approve the agreement with Tessere, Inc., for architectural services for Fire Station No. 2 in the amount of \$397,000 plus up to \$11,500 in reimbursable expenses and authorize the City Manager to execute the agreement. Commissioner Smith seconded the motion. The vote follows: Commissioner Curtis, aye; Commissioner Smith, aye; Commissioner Brinkman, aye; Commissioner Sauder, aye; and Mayor Harter, aye.

**WILLIAM L. WHITE AUDITORIUM
(Architectural Concept Design Services – Tessere, Inc.)
(Renovation Planning - ADA Compliant Facility)**

City Manager Cocking stated the City of Emporia is exploring the potential to consolidate various functions, such as Administration, Engineering Department, Building and Neighborhood Development and reusing Fire Station No. 1 space into a renovated William L. White Auditorium. This would optimize the use of existing public facilities and improve long-term operational efficiency. The existing building presents accessibility challenges, including a lack of interior ADA compliant ramps and one elevator that has limited access to key areas. He stated this concept design phase will evaluate potential improvements that bring the building into compliance with ADA standards including:

- Scope of this concept design includes:
 - Evaluating spatial needs for relocated departments.
 - Developing floor plan options focused on accessibility.

- Identifying potential locations for elevators and interior ramps.
 - Conducting site visits and workshops with City staff.
- ADA compliance is a core focus of this effort.
- Final deliverables will include four conceptual floor plan options.
- Professional renderings and construction documents are not included at this stage.
- Duration of this concept phase is estimated at three months.

Tessere, Inc. will provide architectural services only to generate concepts for adaptive reuse of the William L. White Auditorium. This early design phase is needed to determine the feasibility of consolidating City functions, and ensuring we have ADA-complaint facility. The work will inform future design development and cost estimates, should the City proceed with renovation. The architectural agreement includes:

The architectural agreement includes:
Stipulated Sum: \$45,750
Estimated Reimbursable Expenses: \$2,750
Total Estimated Compensation: \$48,500

This project will be funded through the City's Bond and Interest Fund. Staff recommend authorizing the City Manager to approve the proposal from Tessere, Inc. in the amount of \$48,500 for architectural concept design services for William L. White Auditorium.

Commissioner Smith made a motion authorizing the City Manager to approve the proposal from Tessere, Inc. in the amount of \$48,500 for architectural concept design services for William L. White Auditorium. Commissioner Curtis seconded the motion. The vote follows: Commissioner Smith, aye; Commissioner Curtis, aye; Commissioner Brinkman, aye; Commissioner Sauder, aye; and Mayor Harter, aye.

CITY COMMISSION
(Establishment a Stormwater Utility)
(Ordinance Number 25-18)

AN ORDINANCE ESTABLISHING A STORMWATER UTILITY FOR THE CITY OF EMPORIA, KANSAS; PROVIDING FOR THE OPERATIONS, AND FUNDING OF A STORMWATER MANAGEMENT PROGRAM; AND ESTABLISHING A STORMWATER USER FEE, to which the City Clerk assigned Ordinance Number 25-18, was presented to the Governing Body for their consideration.

Jim Ubert, City Engineer, was recognized and addressed the Governing Body. He stated the City currently operates a stormwater management program that provides

critical services to protect infrastructure by controlling stormwater flooding. The services include system maintenance, infrastructure improvements, and regulatory compliance activities to meet state and federal water quality standards. He stated as previously discussed, to fund needed stormwater projects and ensure the long-term sustainability of the program, staff has proposed the establishment of a dedicated stormwater utility and user fee. The proposed user fee is structured to fairly distribute program costs based on each property's contribution to stormwater runoff based on Equivalent Residential Units (ERU). An ERU system is currently utilized by 23 of 26 Cities of the First Class in Kansas. Authority for the establishment of a stormwater utility is granted under K.S.A. 12-3101 et seq. and the City's home rule powers. He stated the proposed ordinance formally creates the City of Emporia's stormwater utility user fee and establishes the legal framework for administration, billings, and oversight. Other key provisions include:

- Creation of a stormwater utility fund
- User fee of \$1.00 per Equivalent Residential Unit (ERU) per month for all developed property.
 - 1.0 ERU per standard single-family residential parcel.
 - 0.5 ERUs per multi-family unit with an individual water bill, and single-family parcels with building footprints under 1,500 square feet.
 - Non-residential and multi-family complexes serviced by a single water bill ERUs calculated by dividing impervious surface area by 3,000 square feet.
- Appeals process for property owners to contest classifications or charges.
- User fees will be included as a line-item on the City utility bill. Developed properties that do not receive a regular utility bill will be billed annually or semi-annually.

This ordinance provides for equitable cost-sharing to support system upkeep and regulatory compliance. This utility will operate as an enterprise fund, independently accounting for revenues and expenditures associated with stormwater services. Implementation is scheduled to begin January 1, 2026. Staff recommend approval of Ordinance 25-18 Establishing a Stormwater Utility.

Following further discussion Commissioner Smith made a motion to approve Ordinance Number 25-18 establishing a stormwater utility. Commissioner Curtis seconded the motion.

Commissioner Sauder stated that he felt the zoning codes could become less restrictive in a way where it is not requiring so much impervious surfaces. He felt this was vital when adding a new facility or building for the community.

Commissioner Brinkman stated she was not in favor of implementing a new utility.

Following further discussion the vote follows: Commissioner Smith, aye; Commissioner Curtis, aye; Commissioner Sauder, aye; Mayor Harter, aye; and Commissioner Brinkman, nay.

Commissioner Sauder left the meeting at 11:42 a.m.

ENGINEERING
(Agreement with the Archdiocese of Kansas City, KS)
(Sacred Heart Church)
(Request of Abandon City Easement and Watermain)

Jim Ubert, City Engineer, was recognized and addressed the Governing Body. He stated Sacred Heart Church is proposing to construct a new school building to replace their approximately 100-year-old structure. The proposed new building will be within the former Cottonwood Street right-of-way and over the existing City's 8" water main between E. 1st Avenue and E. 2nd Avenue. He stated the Archdiocese of Kansas City, Kansas, has requested the City abandon the existing easement over the water main in Cottonwood Street from E. 1st Avenue to E. 2nd Avenue. Sacred Heart Church will take over the ownership and maintenance of the exiting 8" water main as their service line in Cottonwood Street from E. 1st Avenue to E. 2nd Avenue. Sacred Heart Church agreed to pay the City \$40,892.22 for the City vacating the easement to Sacred Heart Church. Staff recommend approval of the Agreement with the Archdiocese of Kansas City, Kansas for abandonment of the City's easement in Cottonwood Street and transfer of ownership of the existing 8" water main and authorize the Mayor to sign the Agreement.

Commissioner Brinkman made a motion to approve the Agreement with the Archdiocese of Kansas City, Kansas/Sacred Heart Church for said abandonment of the City's easement in Cottonwood Street and transfer of ownership of the existing 8" water main and authorize the Mayor to sign the Agreement. Commissioner Curtis seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Curtis, aye; Commissioner Smith, aye; and Mayor Harter, aye.

**PLANNING AND DEVELOPMENT
(MAPC Excerpts of Meeting Held 5-20-25)
(Application No. 2025-07 – Request of Archdiocese of Kansas City)
(Vacating Utility Easement)**

The Planning Commission met in a regular session on Tuesday, May 20, 2025, with Chair Rogers presiding. Commissioners Bucklinger, Thomas, Fowler, Ogle, Lingenfelter, and Reed were present.

City staff: Justin Givens, Planning & Zoning Administrator, was present.

Chair Rogers called the meeting to order.

3. Planning Commission: Consider PC 2025-07 – A Request to Vacate a Utility Easement Within the Vacated Cottonwood Street Right of Way Between East 1st Avenue and East 2nd Avenue.

Chair Rogers asked if proper notice had been given. **Givens** confirmed that proper notice was provided to the newspaper for the original public hearing date.

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 2025-07

Applicants: The Roman Catholic Archdiocese of Kansas City

Requested Action: Vacate a Utility Easement within a previously vacated Right of Way

Purpose: Applicants desire to vacate a 20 ft. Utility Easement

Address: 102 Exchange St.

Legal description: The Utility Easement between East 1st Ave. and East 2nd Ave. along the previously Vacated Cottonwood St. Emporia Original Township, Emporia, Lyon County, Kansas

Lot Size: N/A

Existing Zoning: N/A

Future Zoning in ELC Comp. Plan: N/A

Analysis: The applicants have requested the vacation of the existing utility easement that was retained when Cottonwood Street was previously vacated. The applicants are in the process of developing plans to expand buildings on the campus that would extend across the utility easement.

The applicants and City Staff have worked on an agreement that will be presented to the City Commission for approval that centers on the cost share for relocating the existing water line that runs north and south within the previously vacated Cottonwood Street Right of Way. The relocation of the water line will be a part of the Southeast Transmission Line project. The associated costs of the relocation will be borne by the applicant.

Staff is recommending that the vacation be contingent upon the agreement for relocation being approved by the City Commission.

Considerations:

The Utility Advisory Board members received notices of the vacation request. There were no objections to the request noted.

Neighborhood Communications: The only property owner affected by the relocation is the applicant. Public Notice was placed in the official newspaper and no comments or objections have been received.

Recommendation: Staff recommends the Planning Commission forward a recommendation to approve the vacation to the Governing Body contingent upon an agreement with the City on costs associated with the relocation of the water line being approved, and based upon a finding that;

1. Due and Legal Notice has been given – the applicant's property abuts both sides of the easement and is the only party affected by the vacation. A notice was also provided in the official newspaper as prescribed by law.
2. No private rights will be injured or endangered – the vacation will allow for the church to expand and develop within the existing area.
3. The public will suffer no loss or inconvenience – The applicants will enter into an agreement to share in the costs to relocate the water line within the easement. The public water supply line, will actually be enhanced with the relocation.

The Public Hearing was opened.

No Person spoke during the Public Hearing.

The Public Hearing was closed.

Commissioners held a brief discussion following the Public Hearing. **Givens** stated that the vacation would be subject to the City Commission approving the agreement with the Church for the cost of the relocation.

Commissioner Bucklinger made a motion to approve the Vacation subject to City Commission approval of the agreement, finding that Due and Legal Notice had been given, No private rights would be injured or endangered, and the Public would suffer no loss or inconvenience. Commissioner Fowler seconded the motion. The motion carried 7-0.

Justin Givens, Planning and Zoning Administrator, was recognized and addressed the Governing Body. He stated the Archdiocese of Kansas City/Sacred Heart Catholic Church has requested the vacation of an existing utility easement that was retained when Cottonwood Street was vacated between E. 1st Avenue and E. 2nd Avenue. The vacation request is to facilitate the expansion of building on the campus. At their May 20, 2025, regular meeting, the Planning Commission unanimous recommended for vacating the easement to the City Commission. Staff recommend approval of Ordinance Number 25-17 vacating a utility easement within the previously vacated Cottonwood Street right-of-way between E. 1st Avenue and E. 2nd Avenue.

PLANNING AND DEVELOPMENT
(Application No. 2025-07 – Request of Archdiocese of Kansas City)
(Vacating Utility Easement)
(Ordinance Number 25-16)

AN ORDINANCE VACATING A CERTAIN EASEMENT IN THE CITY OF EMPORIA, KANSAS, to which the City Clerk assigned Ordinance Number 25-16, was presented to the Governing Body for their consideration.

Commissioner Smith made a motion to adopt Ordinance Number 25-16 vacating a utility easement with the Archdiocese of Kansas City, Kansas and Sacred Heart Catholic Church. Commissioner Curtis seconded the motion. The vote follows: Commissioner Smith, aye; Commissioner Curtis, aye; Commissioner Brinkman, aye; and Mayor Harter, aye.

**CITY COMMISSION
(Pertaining to Animals and Fowl)
(Ordinance Number 25-17)**

AN ORDINANCE PERTAINING TO ANIMALS AND FOWL; AMENDING SECTIONS 6-5 AND 6-10 OF THE CODE OF THE CITY OF EMPORIA, KANSAS AND REPEALING SAID SECTIONS AS THEY EXISTED PRIOR TO THE ADOPTION OF THIS ORDINANCE, to which the City Clerk assigned Ordinance Number 25-17, was presented to the Governing Body for their consideration.

City Attorney Montgomery stated the 14-year moratorium on chicken ownership was lifted in 2022 and the farm animal permitting process was updated after being implemented in 1997. Under the current structure, Animal Control officers inspect applicant property to ensure compliance with city code requirements prior to permit issuance. If a permit is denied or revoked, the applicant may appeal the decision to the property maintenance appeal board. Farm Animal Permits holders remain subject to City Code provision related to animal nuisance and property nuisance. She stated community members have requested an increase in the number of chickens allowed by City Code. The proposed ordinance will amend City Code Section 6-5 and Section 6-10 to include the following:

Section 6-5 Animal Enclosures

- Changes section heading from Animal and Fowl Pens to Animal Enclosures.
- Defines Animal Enclosures.
- Prohibits placement of animal enclosures within a right-of-way or utility easement.
- Increases maximum size of chicken enclosures from 50 square feet to 150 square feet.
- Prohibits housing more than 6 chickens in an enclosure.
- Reorganizes and updates language of existing provisions for clarity and ease of use.

Section 6-10 Keeping Domestic Animals

- Increases total number of animals allowed under a farm permit to 6.
- Reorganizes and updates permitting language for clarity and ease of use.

Commissioner Curtis made a motion to approve Ordinance Number 25-17 pertaining to animals and fowl. Commissioner Smith seconded the motion.

Commissioner Brinkman stated she was not in favor of increasing the amount of chickens allowed in a neighborhood without neighbor input. Utilizing a Conditional Use Permitting (CUP) process would allow the neighbors in the area to be better informed. She was not in favor of a blanket solution to increase the number of chickens allowed. The vote follows: Commissioner Curtis, aye; Commissioner Smith, aye; Mayor Harter, aye; Commissioner Brinkman, nay.

Consent Agenda

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

- a. Minutes of the Regular Meeting held on May 21, 2025.
- b. Overlander Road Right of Way, City Project No. PV2304 KDOT Economic Development Project No. 56 KA-7312-01.
- c. 618 Mechanic Street Roof Replacement.

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

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 JUNE 4, 2025, MEETING.

- Proclamation for National Teachers Hall of Fame.
- Stormont Vail Healthcare, Inc. Final Plat.
- Ordinance Amending the Emporia/Lyon County Joint Traffic Safety Committee.
- **Study Session:**
 - Community Dashboard.
 - Review of Appropriations and Sponsorship Requests.

- Discuss Sanitary Sewer Overflows (SSO's)
- Discuss Snow Update.

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 thanked United Way of the Flint Hills for their work on the Everygy Grant for \$10,000 which will be going to Quaker Park.

Commissioner Smith thanked all the City employees who worked to make a safe and well-attended bike event.

City Manager Cocking thanked the Emporia Police Department for their tremendous work on the situation that happened on Saturday during the bike event.

Mayor Harter thanked the Municipal Golf Course for hosting the best State Golf Tournament in the State.

EXECUTIVE SESSION

Commissioner Brinkman made a motion to recess into Executive Session for 15 minutes inviting pertinent city staff to discuss confidential data of a third party relating to economic development. The justification for the executive session is provided by K.S.A. 75-4319(b)(4) to protect financial affairs and trade secrets of third parties. The open meeting will resume in Conference Room 1AB at approximately 12:13 p.m. Commissioner Smith seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Smith, aye; Commissioner Curtis, aye; and Mayor Harter, aye.

Upon reconvening the meeting in Regular Session, at 12:13 p.m., this same date, in Conference Room 1AB, Mayor Harter stated they had discussed confidential data of a third party relating to economic development and no action was taken.

Mayor Harter made a motion to recess the meeting at 12:28 p.m. to Conference Room 1AB. Commissioner Curtis seconded the motion. The vote follows: Mayor Harter,

aye; Commissioner Curtis, aye; Commissioner Brinkman, aye; and Commissioner Smith, aye.

The following items were discussed at the Study Session:

1. White Park Art Installation.
2. Budget Overview.

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

Erren Harter, Mayor

ATTEST:

Kerry Sull, City Clerk



Commission Action Report

Informational Items

Title: Informational Items

Agenda Date: June 18, 2025

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, July 2, 2025.

Commission Meeting :

- Review of Annual Comprehensive Financial Report
- Appoint Members to the EHRC.
- Appoint Members to the Homelessness Advisory Board
- Ordinance to Amend Joint Emporia/Lyon Co. Joint Traffic Safety Committee
- Resolution for Joint Task Force on Mill Levy Reduction
- Resolution for CDBG Grant for Soccer Field Improvement
- Award Bid for Street Resurfacing

Study Session :

- Overview of Tax Funds
- Review CIP

Title: Sanitary Sewer Overflows
Agenda Date: June 18, 2025
Presented By: Dean Grant, Director of Public Works

Background:

Sanitary sewer overflows (SSOs) occur when untreated or partially treated sewage escapes from a municipal sewer system. While sewer systems are designed to handle all incoming wastewater, occasional overflows can still happen. However, frequent SSOs indicate a problem within the system. Common causes include:

- Fats, oils, and grease
- Items labeled "flushable" (e.g., baby wipes, feminine hygiene products)
- Tree root intrusion
- Inadequate maintenance or cleaning of the sewer system

SSOs can cause serious damage to both property and the environment. When sewage backs up into basements, the affected areas must be thoroughly cleaned and disinfected to prevent health risks. This cleanup process can be costly for both homeowners and local governments. Items like rugs, curtains, flooring, drywall, and upholstered furniture that come into contact with sewage often need to be discarded and replaced.

Beyond property damage, SSOs contain raw sewage filled with harmful bacteria, viruses, parasites, intestinal worms, and airborne mold and fungi. Exposure can lead to a range of illnesses—from mild stomach issues like cramps and diarrhea to more serious diseases such as cholera, dysentery, hepatitis, infections, and severe gastroenteritis.

In Emporia, about 90% of sanitary sewer overflows (SSOs) are caused by blockages, while the remaining 10% result from stormwater inflow and infiltration. Of the blockages, roughly 75% are due to the buildup of fats, oils, and grease (FOG) in the system.

Discussion:

Public Works will present an overview of a proposed Fats, Oils, and Grease (FOG) Program aimed at reducing sanitary sewer overflows (SSOs) in Emporia. The program will focus on educating residents and businesses—particularly food service establishments—on the proper disposal of fats, oils, and grease to prevent buildup in the sewer system. With approximately 75% of sewer blockages caused by FOG, this initiative is a proactive step toward protecting public health, reducing costly backups, and preserving the integrity of the City's wastewater infrastructure.

The presentation will also highlight the potential benefits of installing grease interceptors, which can significantly reduce the amount of grease entering the sewer system. The discussion will cover program goals, implementation strategies, educational outreach, and possible regulatory components.

Title: Winter Storm Service

Agenda Date: June 18, 2025

Presented By: Jeff Meek, Assistant Director of Public Works
Dean Grant, Director of Public Works

Discussion

ADPW Jeff Meek and I will talk about this year's snow events and the city response to clearing snow. We will cover the following topics:

- Equipment
- Labor
- Challenges

Title: Review Appropriation and Sponsorship Requests

Agenda Date: June 4, 2025

Presented By: Trey Cocking, City Manager

Background:

Each year, the City of Emporia reviews applications for appropriations and sponsorships to support tourism and community development through strategic partnerships.

Appropriations are funded by the Transient Guest Tax (TGT) and recommended by the Transient Guest Tax Advisory Board to promote tourism-related events and initiatives. Sponsorships are funded through the General Fund, Industrial Development Sales Tax, Special Alcohol Fund, and Special Park Fund to support community programs, events, and economic development.

This annual process ensures transparency, responsible use of public funds, and alignment with City goals. During the study session, the City Commission will review recommendations and provide input on proposed funding allocations.

Discussion:

The following sponsorship requests for the upcoming fiscal year have been submitted for City Commission review. These applications reflect ongoing partnerships with organizations that contribute to Emporia's cultural, economic, and public health landscape:

Emporia Arts Council – \$60,000
Emporia Main Street – \$95,000
CrossWinds Counseling & Wellness – \$105,000
Emporia State University Drug Prevention Program – \$7,200
Emporia Municipal Band – \$15,000

The following appropriation requests for the upcoming fiscal year have been recommended by the Transient Guest Tax Advisory Board for City Commission review. These applications reflect ongoing partnerships with organizations that contribute to Emporia's tourism:

Discover Gravel LLC - \$30,000
Dynamic Discs - \$45,000
Emporia First Friday Art Walk - \$20,000
Emporia Main Street - \$95,000
Emporia Recreation Commission - \$28,200
Imaginarium - \$30,000
Kansas Free for Arts - \$25,000
Lyon County Historical Society – \$30,000
National Teachers Hall of Fame - \$10,000
William Allen White Community Partnership - \$10,000

Financial considerations:

Review applications for funding determination.

Attachments:

See attached applications.

Organization	Budgeted Fund	2024	2025	Requested 2026	Recommended by TGT Advisory Board for 2026	Notes
Emporia Arts Council	General Fund			\$60,000.00		Submitted as Sponsorship for 2026
Emporia Main Street	General Fund	\$50,000.00	\$50,000.00	\$50,000.00		
Emporia Recreation Commission	General Fund		\$94,000.00			
Emporia Enterprises	Industrial Development Sales Tax	\$35,000.00				
Emporia Main Street	Industrial Development Sales Tax	\$45,000.00	\$45,000.00	\$45,000.00		
Regional Development	Industrial Development Sales Tax	\$386,192.00	\$386,192.00			\$96,548 allocated on Feb. 20, May 20, Aug. 20, and Nov. 20
Crosswinds	Special Alcohol		\$105,000.00	\$105,000.00		\$26,250 on Mar. 20, June 20, Sept. 20, and Dec. 20
Crosswinds	Special Alcohol		\$25,000.00			to be paid upon evidence of \$75,000 matching funds
ESU Drug Prevention	Special Alcohol		\$7,200.00	\$7,200.00		
Flint Hills Technical College	Special Alcohol		\$7,200.00			Mental Health Licensed Therapist
Corner House	Special Alcohol	\$100,000.00	\$85,000.00			Corner House funds were distributed to Crosswinds in 2025.
Empower House Ministries	Special Alcohol	\$7,000.00	\$0.00			
Emporia Municipal Band	Special Park	\$15,000.00	\$15,000.00	\$15,000.00		
Dynamic Discs	TGT	\$50,000.00	\$50,000.00	\$50,000.00	\$45,000.00	
Dynamic Discs	TGT		\$20,000.00			Disc Golf World Event
Emporia Arts Council	TGT	\$30,000.00	\$30,000.00			
Emporia Granada	TGT	\$30,000.00	\$30,000.00			Funding given to Emporia Arts Council
Emporia Main Street	TGT	\$95,000.00	\$95,000.00	\$95,000.00	\$95,000.00	
Emporia Recreation Commission	TGT		\$94,000.00	\$28,200.00	\$28,200.00	KSHSAA 5A State Basketball and 1A DII State Volleyball Tournaments
H.O.T.T.	TGT		\$20,000.00			
Imaginarium	TGT		\$25,000.00	\$45,000.00	\$30,000.00	
Imaginarium	TGT		\$20,000.00			to be paid upon evidence of items purchased for the children's museum
Kansas Free for Arts	TGT	\$20,000.00	\$20,000.00	\$30,000.00	\$25,000.00	Halfway to Everywhere
LifeTime	TGT					Contract to be negotiated
National Teachers Hall of Fame	TGT		\$10,000.00	\$10,000.00	\$10,000.00	
William Allen White House	TGT	\$7,500.00	\$10,000.00	\$10,000.00	\$10,000.00	
Emporia First Friday Art Walk	TGT			\$20,000.00	\$20,000.00	
Lyon County Historical Society	TGT			\$30,000.00	\$30,000.00	
Discover Gravel LLC	TGT			\$30,000.00	\$30,000.00	
Visit Emporia	TGT	\$462,000.00				
Flint Hills Technical College				\$71,375.00		Nursing Classroom Technology

5 year Budget				#REF!				
#REF!				6/10/25 10:42 AM				
Revenue Detail and Expenditure Summary								
Transient Guest Tax								
	2023	2024	Budget	Budget	Budget	Budget	Budget	Budget
	(Actual)	(Actual)	2025	2026	2027	2028	2029	2030
Beginning Cash Balance	\$810,801	\$999,063	\$671,185	\$474,241	\$374,041	\$371,841	\$389,641	\$407,441
Revenue								
Transient Guest Tax	\$851,750	\$932,626	\$970,000	\$970,000	\$970,000	\$970,000	\$970,000	\$970,000
Interest on Investment	\$31,630	\$24,211	\$14,000	\$10,000	\$8,000	\$8,000	\$8,000	\$8,000
Fence Rental	\$9,194	\$2,369	\$0	\$0	\$0	\$0	\$0	\$0
Misc	\$0	\$14,432	\$14,006	\$0	\$0	\$0	\$0	\$0
Accounts Receivable - Fence Rental	\$279	\$8,540						
Total Receipts	\$892,853	\$982,178	\$998,006	\$980,000	\$978,000	\$978,000	\$978,000	\$978,000
Expenditures								
CVB Appropriation	\$385,000	\$462,000	\$480,000	\$485,000	\$485,000	\$485,000	\$485,000	\$485,000
City cost associated with events	\$40,000	\$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 & Employ	\$0	\$100,000	\$100,000	\$100,000				
Red Rock's Appropriation	\$7,500	\$7,500	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
ESU Welch Stadium	\$0	\$400,000						
Emporia Main Street	\$100,000	\$95,000	\$95,000	\$95,000	\$95,000	\$95,000	\$95,000	\$95,000
Emporia Arts Council Support	\$10,000	\$30,000	\$30,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
Emporia Granada	\$30,000	\$30,000	\$30,000					
Lifetime - Biking Event	\$15,000	\$15,000	\$20,000	\$20,000	\$20,000			
DDO	\$25,000	\$20,000	\$50,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000
Disc Golf World Event		\$20,000	\$20,000					
Kansas Free for Arts (Halfway to Everyw	\$20,000	\$20,000	\$20,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Imaginarium			\$45,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
National Teachers Hall of Fame			\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Emporia First Friday Art Walk				\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Lyon County Historical Society				\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Discover Gravel LLC				\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Emporia Recreation Commission				\$28,200	\$28,200	\$28,200	\$28,200	\$28,200
Champion Landing Disc Golf Course			\$53,950					
Hispanics of Today and Tomorrow			\$20,000					
Marketing money (Mainstreet & Visit Emporia)			\$120,000					
Jones Disc Golf Course Improvements	\$0	\$17,900						
Hammond Park Crossings	\$21,528							
Miscellaneous	\$563	\$2,656	\$1,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Special Projects	\$0	\$0						
Total Expenditures	\$704,591	\$1,310,056	\$1,194,950	\$1,080,200	\$980,200	\$960,200	\$960,200	\$960,200
Ending Cash Balance	\$999,063	\$671,185	\$474,241	\$374,041	\$371,841	\$389,641	\$407,441	\$425,241
25% reserve of revenue		\$245,545	\$249,502	\$245,000	\$244,500	\$244,500	\$244,500	\$244,500
Transient Guest Tax Receipts	2021	2022	2023	2024	2025			
1ST QUARTER-JANUARY	\$105,764.76	\$184,682.75	\$217,964.96	\$208,253.00	\$229,900.15			
2ND QUARTER-APRIL	\$135,567.13	\$143,987.80	\$170,824.51	\$163,048.74	\$154,751.99			
3RD QUARTER-JULY	\$192,642.58	\$223,905.58	\$232,566.63	\$298,395.94				
4TH QUARTER-OCTOBER	\$200,102.99	\$219,288.14	\$230,393.63	\$262,929.27				
TOTAL	\$634,077.46	\$771,864.27	\$851,749.73	\$932,626.95	\$384,652.14			
\$63,375 in late payments								
Increased bed tax to 7% in January 2017								
Increased bed tax to 8% in April 2024								

5 year Budget					#REF!				
#REF!					#####				
Revenue Detail and Expenditure Summary									
Special Alcohol Fund									
	2022	2023	2024	Budget	Budget	Budget	Budget	Budget	Budget
	(Actual)	(Actual)	(Actual)	2025	2026	2027	2028	2029	2030
Beginning Cash Balance	\$89,339	\$103,198	\$120,433	\$122,643	\$117,103	\$111,903	\$106,703	\$101,503	\$96,303
Revenue									
Private Club Liquor Tax	\$100,043	\$110,168	\$108,123	\$104,660	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000
Interest on Investment	\$565	\$4,267	\$6,287	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Total Receipts	\$100,609	\$114,435	\$114,410	\$106,660	\$107,000	\$107,000	\$107,000	\$107,000	\$107,000
Expenditures									
Appropriations	\$86,750	\$97,200	\$112,200	\$112,200	\$112,200	\$112,200	\$112,200	\$112,200	\$112,200
Special Projects		\$0	\$0						
Total Expenditures	\$86,750	\$97,200	\$112,200	\$112,200	\$112,200	\$112,200	\$112,200	\$112,200	\$112,200
Ending Cash Balance	\$103,198	\$120,433	\$122,643	\$117,103	\$111,903	\$106,703	\$101,503	\$96,303	\$91,103
Appropriations									
	Receive in	Receive in	Receive in	Receive in	Requested in				
	2022	2023	2024	2025	2026				
Cross Winds	\$15,000	\$15,000	\$20,000	\$20,000	\$105,000				
Corner House	\$75,000	\$75,000	\$85,000	\$85,000					
Emporia State University	\$6,750	\$7,200	\$7,200	\$7,200	\$7,200				
FHTC Mental Health Licensed Therapist				\$7,200					
Crosswinds Building match				\$25,000					
Total	\$96,750	\$97,200	\$112,200	\$144,400	\$112,200				
Receipts									
	2021	2022	2023	2024	2025				
1ST QUARTER - MARCH	\$17,214.78	\$23,976.09	\$25,545.75	\$26,804.33	26,397.00				
2ND QUARTER - JUNE	\$18,634.03	\$22,129.19	\$26,129.12	\$26,489.58					
3RD QUARTER - SEPTEMBER	\$25,844.73	\$28,544.72	\$31,037.27	29035.42					
4TH QUARTER - DECEMBER	\$24,664.21	\$25,393.46	\$27,455.87	25793.55					
TOTAL	\$86,357.75	\$100,043.46	\$110,168.01	\$108,122.88	\$26,397.00				

5 year Budget				#REF!				
#REF!				#####				
Revenue Detail and Expenditure Summary								
Special Parks and Recreation								
	2023	2024	Budget	Budget	Budget	Budget	Budget	Budget
	(Actual)	(Actual)	2025	2026	2027	2028	2029	2030
Beginning Cash Balance	\$83,362	\$115,908	\$124,327	\$71,737	\$46,737	\$139,737	\$232,737	\$325,737
Revenue								
Private Club Liquor Tax	\$110,168	\$108,123	\$104,660	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000
Donations& Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Lake Kahola Proceeds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Trf from projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest on Investment	\$5,237	\$8,719	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Total Receipts	\$115,405	\$116,842	\$107,660	\$108,000	\$108,000	\$108,000	\$108,000	\$108,000
Expenditures								
Maintenance & Repair	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Commodities	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Municipal Band Allocation	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Capital Outlay	\$67,859	\$93,423	\$145,250	\$118,000	\$0	\$0	\$0	\$0
Contractual Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer to Project Accounts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Special Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$82,859	\$108,423	\$160,250	\$133,000	\$15,000	\$15,000	\$15,000	\$15,000
Ending Cash Balance	\$115,908	\$124,327	\$71,737	\$46,737	\$139,737	\$232,737	\$325,737	\$418,737
Receipts	2022	2023	2024	2025	2026			
1ST QUARTER - MARCH	\$23,976	\$25,546	\$26,804	\$26,397	\$26,397			
2ND QUARTER - JUNE	\$22,129	\$26,129	\$26,490	\$26,850				
3RD QUARTER - SEPTEMBER	\$28,545	\$31,037	\$29,035	\$29,035				
4TH QUARTER - DECEMBER	\$25,393	\$27,456	\$25,794	\$25,794				
TOTAL	\$100,043	\$110,168	\$108,123	\$108,076	\$26,397			
Municipal Band requested \$15,000								

City of Emporia Appropriations Request

03/27/2025 1:53 PM (CDT)

City of Emporia Appropriations Request

Please fill out the information below to be considered for the **FY 2025 Special Appropriations Grant**.

Responses should be detailed, and all questions must be completed. Failure to provide the requested information may result in a denial.

If you have questions about the form, please contact Christine Torrens at 620-341-4304 or ctorrens@emporiaks.gov.

Submitting a grant application does not guarantee funds will be awarded. All completed applications will be reviewed by the Emporia City Commission. The Commission, in its sole discretion, may approve or deny requests. Any allocation awarded is subject to the availability of funds and compliance with the conditions of the award.

By submitting an application, Applicant agrees and certifies that any funds granted by the City will not be used to buy, rent, and/or lease any furniture, fixtures, or equipment; make any building improvements; or pay any salaries, bonuses, and/or travel expenses.

Event Submission Deadline: Tuesday, April 1, 2025, by 5:00 p.m.

Name of parent company	Emporia Main Street, Inc.
Parent company physical location address	727 Commercial Street, Emporia, KS 66801
Organization name	Emporia Main Street
Complete mailing address	727 Commercial Street, Emporia, KS 66801
Phone number	620-340-6430
Website address	emporiainmainstreet.com
Executive Director	Casey Woods
Executive Director email	director@emporiainmainstreet.com
Board chair	Aaron Otto
Board Chair email	emporia@brownsshoefitco.com
Prepared by name and title	Casey Woods, Executive Director

Please provide local contact information if different than above.

Supervision or financial administration

- i.

Name

Morgan Schaefer

Title

Responsibilities

Financial supervision and report generation

ii. Name

Mark Detter

Title

Deputy City Manager, City of Emporia (Emporia Main Street Treasurer)

Responsibilities

Financial review and supervision

Organization mission

Emporia Main Street, Inc. is a non-profit agency committed to increasing consumer business, strengthening retail and professional institutions, assisting in the preservation and maintenance of the community's heritage and promoting pride in the community's institutions and achievements through design, promotion, business enhancement and organization committees.

Organization Goals

Emporia Main Street reviews goals and objectives throughout the year. During the Board of Directors retreats, the organization reviews previous goals and updates based on shifts in the community/marketplace. These goals and assessments were taken from our September 2024 Board of Directors retreat:

2024 Board Retreat Results

Areas of pride/excitement:

- Proud of the Community
- Less vacancies
- Fab Lab progress
- Veterans Banner Project
- Financing small businesses
- Working towards a “yes” on projects
- Forward thinking
- Downtown events held in high regard/popular
- More spaces public use spaces adjacent to the core
- Students more engaged/less awkward
- Stronger partnerships with ESU and the community
- Raising the next generation of Emporians
- Good vibes in Emporia

Areas of potential concern:

- Layoffs at large scale employers
- Business changes in ownership
- Economic trends
- Community growth strategies/housing
- Rec Center development issues
- Community instability (economic/leadership/lack of diversification)
- Old guard thinking
- People holding onto vacant property
- Housing quality versus quantity- lack of infill focus
- Vacant downtown properties (especially large properties)
- Louder negativity
- Narcissism in leadership
- Issues with strategy/competence in key positions
- Flooding/infrastructure issues leading to less investment
- Population stagnation/decline locally and regionally
- Hospital competition issues and its potential community impact

- Business retention
- Lack of good, high paying jobs that are more insulated from layoff pressures
- Lack of community ownership in developments/businesses
- Our community/regional strategies seem “behind the times”
- Lack of effective collaboration
- Inflation
- Lack of connectivity/placemaking in community developments

Mission and Vision

- Need to work on becoming an actual regional Hub
- Doing a good job on new events
- Need to grow the population
- Need to focus on new elements
- Need to focus on growing travel/tourism
- Good local artwork
- Main Street is the Heart of Emporia
- Hype Team is activating more/new volunteers
- We need better infrastructure in preexisting areas

Organization Status

- Need to prioritize catalysts
- Continue working on collaborations with other counties
- Need to add staff
- The Board has the staff’s back when we need to say “no”
- Refer to bulk board email
- The organization needs to disallow continued examples of disrespect (examples were cited)
- We need to push for more effective collaborations

Time Frame Push- 0-5 Years

- Take care of locals (businesses, developers, etc.)
- Focus on doers more and talkers less
- Rec center integration
- Improve aesthetics
- Better developed volunteer initiatives (adults, students, youth)
- Less red tape for investors
- Bulk Board email
- Standard contract for EMS support
- Less vacant buildings
- Find ways to connect developments to existing locally owned businesses
- Revive “live in the lot” movies/shows
- Ensure educational institutions are filling workforce development
- More staff
- Complete capital campaign
- Complete 501C3 status (and use it to support developments, new businesses, and business expansions)

5-10 Years

- New subdivisions with 100 housing units
- Community/City focus on infill development
- More ways to educate people for tech jobs
- Increase foot traffic (Sunday was mentioned specifically)
- Rec center completion
- Improved drainage infrastructure
- Ride share programs

10-20 Years

- Retain current youth
- More tech jobs
- Rehab existing streetscape and extend it south to the zoo
- New common/greenspace are in downtown on Commercial
- More power production (community wide and rooftop solar)

20+ Years

- Double the current enrollment of ESU and FHTC

- Producing local jobs that local higher education graduates actually want
- 10K population growth
- Rebrand higher education institutions (KIT KAT)

What does the community think about Emporia Main Street?

- Events
- Vibrant downtown
- Focused on retail (we need to change membership/recruitment/storytelling)

Opportunities

- Better engagement strategies to shut down "area chat" negativity and misinformation
- Make more staff executive decisions
- More written reports from staff to expedite meetings

Personal commitments from board members

- Time/knowledge
- Promise to support a "move along" from distractions/unhelpful ideology
- Advocate for Emporia Main Street and for quality partnerships
- Financial resources
- Getting the Fab Lab extended space done
- Assistance on initiatives

Program organization/event name Emporia Main Street

Funding requested from City 190000

Total operating or event budget 500090

What percentage of your total program budget does City funding request represent? 38%

Provide profit/loss statement.



EMS December 2024 Compiled Financial Statements.pdf



2025 City Appropriations Budget.xlsx

Please, provide a detailed breakdown of how the requested funds will be allocated.

Please see the attached spreadsheet labeled "2025 City Appropriation Budget" for a budgetary breakdown. Emporia Main Street will utilize the City allocation to continue our work in economic development through business support, property development assistance, event management, visitor attraction, and community engagement. Some unique elements in this year's budget include partnerships with K-State 105, Emporia State University, and the Simons Foundation for specific technical projects. K-State 105 is assisting the Emporia Main Street Fabrication Lab in building out technology so we may better assist entrepreneurs in the region. The FORGE grant will offset some staffing growth (shown as an increase in the staffing budget and a projected loss until FORGE funds are realized) to engage new economic development initiatives. The Simons "Science on Main" grant is another collaboration with ESU and FHTC to expand visitor elements, drive technical innovation, and open new funding conduits for the area.

Emporia Main Street has some major physical developments in finishing stages this year, and more development projects approaching startup mode. Last year we authorized approximately \$690,000 in loans to help start or expand local businesses throughout the City. We are working collaboratively with City and County elements to bring more financial and technical resources to the region. Our forty plus event/activities through the year bring in visitors and revenue, and we work hard to minimize the negative impacts on the City through internal planning processes. The Fabrication Lab is quickly becoming a model for the rest of the state, and usage is accelerating exponentially; positive impacts through business diversification and new product development are being felt locally. Our

small staff works very hard to generate cash positive results for the community, and our return on public tax dollar investment substantial.

We appreciate the continued partnership with local government, and strive to continue to enhance the Emporia area.

Is this a one-time funding request?

No

If not, provide information on why you need ongoing funding.

Economic and community development are ongoing efforts that require consistent support. Emporia Main Street works to diversify our funding streams to maximize the investment that governmental entities provide. Through memberships, fundraisers, grant acquisitions, and other donations we seek to engage in reciprocal relationships that provide mutual benefits. Funding is necessary to continue the good work executed by Emporia Main Street staff and volunteers, and to continue to innovate as we meet emerging challenges and take advantage of evolving opportunities. Our organization works closely with local governmental officials and agencies to provide resources and services that enhance governmental strategies and objectives. Through the utilization of volunteers and outside resources, we provide services more economically than could otherwise be achieved through traditional means.

Number served by this program in previous year.

Last year there were approximately 217,400 visitors to downtown Emporia, resulting in approximately 2,400,000 visits. This was a slight increase from the previous year. We saw a .6% increase over the previous year, 2.4% increase over two years ago, and 11.6% increase over three years ago. The amount of people served in the program, and the pride generated was reflected in Emporia Main Street being selected locally as the "Best Non-Profit" by Gazette readership, and our second place finish in the 10Best Main Street contest held by USA Today. In 2024, visitation to the City of Emporia overall was down 5.2%.

Projected number served by this program in the upcoming year.

We would project a similar number as last year. If Emporia Main Street is allowed to assume the lead role in visitor attraction, we would implement strategies with additional resources to enhance the number of people served.

Estimated number who will stay overnight.

We estimate that approximately two hundred individuals will stay overnight for Main Street events, or Main Street planned activities throughout the year.

Has your organization previously received funding from the City of Emporia?

Yes

If so, list dates and amounts for past three years.

i. **Date of funding received by City of Emporia**

02/15/2025

ii. **Date of funding received by City of Emporia**

02/15/2024

iii. **Date of funding received by City of Emporia**

02/15/2023

Will you require or request any other funding or in-kind services from the City or other taxing entities?

Yes

If so, please list budgeted amounts and estimation of hours and needs.	Emporia Main Street works with Lyon County to provide support and services to area communities and their entrepreneurs through Lyon County E-Community programs, consulting work on alternative financing, and other at will services. Our allocation request from Lyon County is \$40,000 per year. Currently, we are working with City/County leveraged financing options that are available to broader regional projects. These types of options can facilitate substantial investment, but they are time consuming.
Please show all in-kind matches your agency or organization receives.	Not an in-kind match, but we were unable to show "amounts" for funding received over the past three years: Emporia Main Street has received consistent allocation funding in the \$190,000 amount for the most recent allocation funding cycles, including the most recent payment in February of this year.
How does this program provide a benefit to Emporia?	Emporia Main Street enhances local entrepreneurship through training, product fabrication, finance, and development assistance. We participate in the planning and execution of approximately forty events per year that enhance local quality of life and attract dollars from outside areas. We assist in the generation of physical development projects which provide housing options, entrepreneurial opportunities, and enhance the local tax base without the creation of additional infrastructure liabilities. Our organization facilitates exposure for a variety of nonprofits and entrepreneurs in startup phase to build local capacity for problem solving and community development. Our nationally recognized program recently scores high for neighborhood center visitation/interaction, and our innovative approaches to community and economic development routinely draw conferences and investment to the area.
Does your organization service areas outside of the Emporia geographical area?	Yes
If so, what are those areas?	Our work includes Lyon County, but we collaborate with like entities that function within the immediate region.
Are services to clients free of charge or fee-based?	Fee-based
If fee-based, what is the fee?	Some of what we provide is absolutely free to participate in, but other activities require membership or are project based (particularly in the Fabrication Lab).
What is the average cost to participate in your program?	Some community participation is free, and membership prices range from \$150 per year to \$5,000 per year depending on the level of membership. Most of our memberships are in the \$300 level. Fabrication Lab costs vary wildly depending on the amount of time and materials in each project.
Will this funding request offset any municipal services?	Yes
If so, how will funding offset municipal services?	Emporia Main Street works closely with several local governmental agencies as a point of contact to facilitate development, events, and business communication. We coordinate volunteer efforts for cleaning and gardening activities within the community core. Throughout the year we coordinate cleanup activities that are required for the City to meet wastewater standards. Emporia Main Street conducts research to generate funding conduits that enhance physical development and business expansions. Analytics provided through Emporia Main Street can help improve asset management. Alternative finance research can offer pathways to incentives that improve the local tax base.

Prize amounts



2024 Show of Hands Results.docx

Are you aware of any pending investigations, litigation, claims, or assessments against the organization?

No

Please list your community partners.

The Small Business Development Center, Flint Hills Technical College, Emporia State University, the Emporia Arts Center, The American Legion, USD 253, Lyon County, the Emporia Community Foundation, Unbound Gravel, Dynamic Discs, The Granada Theatre, The Freedom Fest Committee, Hispanics of Today and Tomorrow, East Side Community Group, Healthier Lyon County, The Emporia Flatland Cruisers, Emporia First Friday, the Center on Rural Innovation, over 250 area members, and several not-for-profit agencies/event organizers.

Organization Sustainability

- i. Please list other organizations (foundations, government agencies, service clubs, etc.) from which you have previously received funds or will be seeking to receive funds for your organization's program or event this year.

Name of funder

K-State 105

Amount requested

\$125,000

Amount and date of most recent award

Award was announced in January of 2025

What are the metrics that will determine success of the program/event?

The grant facilitates new technology in the Fabrication Lab, and we record detailed use, product creation, economic impact, and demographic information for submission every two months.

- ii. Please list other organizations (foundations, government agencies, service clubs, etc.) from which you have previously received funds or will be seeking to receive funds for your organization's program or event this year.

Name of funder

Kansas Department of Commerce (FORGE)

Amount requested

300000

Amount and date of most recent award

This is a new request as part of a pilot partnership with Emporia State University

What are the metrics that will determine success of the program/event?

Individual participation in economic outreach activities, businesses gained, jobs gained, products produced, dollar valuation of economic activity.

- iii. Please list other organizations (foundations, government agencies, service clubs, etc.) from which you have previously received funds or will be seeking to receive funds for your organization's program or event this year.

Name of funder

Main Street America/Simons Foundation

Amount requested

\$12500 with the opportunity for an additional \$25,000

Amount and date of most recent award

Award was announced in January of 2025

What are the metrics that will determine success of the program/event?

Individual participation in science/technology based programming. Qualitative feedback. Execution of public science/technology enhancement programs that fit within grant parameters.

Are you applying for a Transient Guest Tax Appropriation for an organization or event?	Yes
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How does your company/program support tourism in Emporia?	Emporia Main Street hosts several events/activities that actively draw people into the community from outside Emporia. We teach entrepreneurs to start businesses, and fund training opportunities to facilitate destination business strategies to enhance tourism spending. Emporia Main Street works with several businesses and organizations to enhance existing events, or create new partnership events, with a goal of drawing outside traffic and spending.
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Is your parent company for profit?	No
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Is your company owned locally?	Yes
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Do you own a local physical retail building?	No
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Do you pay local property taxes?	Yes
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Do you collect sales tax?	Yes
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How many local full-time equivalent employees (FTE) do you have?	3
---	---

If the event makes a profit, how is the profit utilized?	Profits are reinvested in other programmatic scopes of work.
---	--

If there is a loss, how to you cover it?	We divert funds from other budgetary areas, or arrange additional fundraising activities.
---	---

Did you receive City services at your last event?	Yes
--	-----

If yes, list each City service.	We work closely with Facilities Management, Public Works, and the Emporia Police Department on most large scale events.
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Charitable Local Community Contributions	Emporia Main Street collects items for soldier care packages that we distribute around the holidays to soldiers deployed overseas. We will provide local merchandise and/or gift certificates to local partner organizations upon request.
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Describe your marketing strategy to maximize attendance at event.	We collaborate with local media to highlight local attendance. Through Placer Artificial Intelligence, we collect geographic and psychographic profile information for previous attendees that we utilize in social media targeting. Our organization collects email information that we use in direct contact for event attendance/participation. Through advance notification, we empower advocates to
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share "word of mouth" advertising, and enhance organic messaging through our "Hype Team" volunteers.

What area organizations do you help?

Bloom House Youth Services, Boys & Girls Clubs of South Central Kansas, Camp Alexander, CareArc, CrossWinds Counseling & Wellness, Emporia Area Habitat for Humanity, Emporia Arts Council, Emporia Child Care, Emporia Church of Christ, Emporia Community Foundation, Emporia Farmers Market, Emporia First Friday Art Walk, Emporia Friends of the Zoo, Emporia High FBLA, Emporia Presbyterian Church, Emporia Public Library, Emporia Recreation Center, Emporia Senior Center, Flint Hills Animal Advocates, Goodwill Industries of Kansas, Hispanics of Today and Tomorrow, Imaginarium, Kansas Big Brothers Big Sisters Serving Lyon County, Kiwanis International, Lyon County History Center, Red Rocks State Historic Site, Resource Center for Independent Living, SOS, St. Andrews Episcopal Church, St. Catherine Church, Street Cats Club, The Salvation Army, United Way of the Flint Hills, and others.

How many events do you sponsor?

40

Grants awarded for events are disbursed on a reimbursement basis. All event expense receipts must be provided prior to the disbursement of City funds. Award amounts are subject to reduction based on receipts submitted and the availability of City funds.

What is the plan to keep the program/event running in the future without TGT funding?

Emporia Main Street seeks diverse funding sources to facilitate robust yearly programming. We would need to substantially curtail programming if substantial funding cuts were enacted.

Upload IRS Form 990



Scanned-image03-27-2025-180709.pdf

Upload most recent audit or financial review



Scanned-image03-27-2025-180709.pdf

Upload organization or event detailed budget



2025 City Appropriations Budget.xlsx

Upload letter demonstrating 501(c)3 status



501 C6 Letter from IRS.pdf



501C3 Formation Letter IRS.pdf

Upload board membership list



2024-2025 Board of Directors.xlsx

Upload organizational chart



Organizational Flow Chart.pub

Upload anti-discrimination policy



Emporia Main Street Antidiscrimination Policy.docx

Upload organization by-laws



Emporia Main Street Bylaws.pdf

We affirm that the information in this application is true to the best of our knowledge.

We affirm that the organization(s) seeking City of Emporia support is open to all eligible citizens regardless of race, color, sex, disability, religious affiliation, or national origin.

We affirm that neither religious education, worship, and/or political organization shall be supported by program funds if granted.

We affirm that this organization is not on any federal terrorism "watch list," including the list in Executive Order 13224, the master list of specially designated nationals and blocked persons maintained by the Treasury Department, and the list of Foreign Terrorists Organizations maintained by the State Department.

We affirm that this organization does not, will not, and has not knowingly provided financial, technical, in-kind or other material support or resources to any individual or entity that is a terrorist or terrorist organization, or that supports or funds terrorism.

We affirm that this organization does not, will not and has not knowingly provided or collected funds or provided material support or resources with the intention that such funds or material support or resources be used to carry out acts of terrorism.

We affirm that this organization does not, will not, and has not knowingly provided financial or material support or resources to any entity that has knowingly concealed the source of funds used to carry out terrorism or support foreign terrorist organizations.

We affirm that this organization does not re-grant to organizations, individuals, programs, and/or projects outside the United States of America without compliance with IRS guidelines.

We affirm that this organization takes reasonable, affirmative steps to ensure that any funds or resources distributed or processed do not fund terrorism or terrorist organizations.

We affirm that the City of Emporia may confer and share information regarding this application with other funding agencies as it relates to the organization identified within this application.

We affirm that this organization takes reasonable steps to certify against any fraud with respect to the provision of financial, technical, in-kind, or other material support or resources to terrorists and terrorist organizations.

I/We acknowledge all information submitted is accurate. Use of these funds must not violate any state, local or Federal laws. Any illegal use of funds or misrepresentations may be subject to repayment and/or civil or criminal prosecution.

Executive Director Signature

A handwritten signature in black ink, appearing to read "Cory Wood", is written over a horizontal line.



INDEPENDENT ACCOUNTANTS' COMPILATION REPORT

To the Board of
Emporia Main Street, Inc.
Emporia, Kansas

Management is responsible for the accompanying financial statements of Emporia Main Street, Inc. which comprise the statements of assets, liabilities, and net assets— modified cash basis as of December 31, 2024 and 2023, and the related statements of support, revenues and expenses – modified cash basis for the years then ended, and for determining that the modified cash basis of accounting is an acceptable financial reporting framework. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The financial statements are prepared in accordance with the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all the disclosures ordinarily included in financial statements prepared in accordance with the modified cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Company's assets, liabilities, net assets, support, revenues and expenses. Accordingly, the financial statements are not designed for those who are not informed about such matters.

The supplementary information contained in Schedule 1, 2 and 3 is presented for purposes of additional analysis and is not a required part of the basic financial statements. The supplementary information has been compiled from information that is the representation of management. We have not audited or reviewed the supplementary information and, accordingly, do not express an opinion or provide any assurance on such supplementary information.

Wright CPA Group PA

Emporia, KS

February 23, 2025

505 COMMERCIAL
EMPORIA, KS 66801
620-342-7435

SHAREHOLDERS:
BRYON T. ROSINE, CPA
JANIS L MEYER, CPA

EMPORIA MAIN STREET, INC.
Statements of Assets, Liabilities, & Net Assets-Modified Cash Basis
As of December 31, 2024 and 2023

	ASSETS			
	2024		2023	
	EMS	DMS	EMS	DMS
Cash & Equivalents	225,832.48	73,854.87	132,131.34	62,728.16
Due from Affiliates	460,068.62		452,244.86	
Inventory	2,302.22		2,791.07	
Loan Payments in Transit	-		17,317.93	
Total Current Assets	688,203.32	73,854.87	604,485.20	62,728.16
Property & Equipment, net	-	251,119.83	-	262,883.83
Investment in DMS Productions	261,323.31		261,323.31	
Total Non-Current Assets	261,323.31	251,119.83	261,323.31	262,883.83
Due from ECF	12,222.00		12,222.00	
IWW Loans	101,642.41		112,936.31	
Trusler Loans	7,908.50		13,591.80	
Startup KS Loans	1,889.57		5,630.49	
E-Community Loans	388,184.23		376,780.52	
Total Other Assets	511,846.71		521,161.12	
Total Assets	1,461,373.34	324,974.70	1,386,969.63	325,611.99
LIABILITIES AND NET ASSETS				
Credit Card Payable	5,973.92			
Gift Certificates Payable	82,785.08		89,193.50	
Payroll Taxes Payable	-		-	
Total Current Liabilities	88,759.00	-	89,193.50	-
Long-Term Debt	575,776.40	267,522.01	610,334.74	236,148.13
Note Payable - LCSB 21415		192,546.61		216,096.73
Total Non-Current Liabilities	575,776.40	460,068.62	610,334.74	452,244.86
Total Liabilities	664,535.40	460,068.62	699,528.24	452,244.86
Net Assets Without Donor Restrictions				
Without Donor Restrictions	586,805.17		487,453.36	
Total Net Assets Without Donor Restrictions	586,805.17	-	487,453.36	-
Net Assets With Donor Restrictions				
Other Net Assets	1,798.55		1,798.55	
IWW Net Assets	143,218.97		143,174.23	
Trusler Net Assets	30,015.25		30,015.25	
Turnbull Net Assets	35,000.00		25,000.00	
Total Net Assets With Donor Restrictions	210,032.77	-	199,988.03	-
DMS Equity Accounts				
EMS Equity Accounts	-	(135,093.92)	-	(126,632.87)
Total Liabilities and Net Assets	1,461,373.34	324,974.70	1,386,969.63	325,611.99

See Accompanying Independent Accountants' Compilation Report

EMPORIA MAIN STREET, INC.
Statements of Support, Revenue, & Expense-Modified Cash Basis
For the Periods Ending December 31, 2024 and 2023

	2024		2023	
	EMS	DMS	EMS	DMS
Change in Net Assets Without Donor Restrictions				
Support & Revenues				
Appropriations	225,000.00		185,000.00	
Rental Income	9,600.00	29,570.64	5,200.00	28,078.09
Membership Dues	71,360.07		68,649.26	
Intern Reimbursement	-		1,600.00	
Net Special Projects Income (Expense)	58,092.76		80,073.36	
Other Income	155,755.08		41,986.98	
Total Program Support and Revenues	519,807.91	29,570.64	382,509.60	28,078.09
Program Service Expenses				
BEC	1,075.00		25,928.02	
Design Com.	4,258.81		4,368.33	
Dues	3,040.13		2,850.41	
Insurance	5,907.00		5,680.00	
Improvement Grant Expense	25,000			
Loan Writeoff	75.66		90.70	
Occupancy	16,183.14		15,024.67	
Organization	3,115.16		9,006.92	
Personnel	44,112.62		40,326.04	
Promotions	11,362.46		7,733.70	
Rent	11,940.00		11,940.00	
Taxes		8,712.02		
Miscellaneous Expenses	7,835.37		2,107.72	
Capital Campaign/Other Match	90,547.36		18,487.56	
Intern Wages	3,142.50		2,305.00	
Employee Wages	103,999.92		96,929.96	
Officer Wages	70,000.08		68,403.73	
Total Program Service Expenses	401,595.21	8,712.02	311,182.76	-
General & Administrative Expenses				
Bank Fees	1,180.60	7,823.76	1,029.58	8,679.18
Legal & Professional	4,489.30		8,192.31	330.00
Office & Supplies	13,252.79		8,954.90	
Repairs & Maintenance		9,731.91		
Penalties	-		308.76	
Total General & Administrative Expenses	18,922.69	17,555.67	18,485.55	9,009.18
Increase (Decrease) in Operating Net Assets	99,290.01	3,302.95	52,841.29	19,068.91
Other income/(expense):				
Interest income	61.80		34.38	
Misc. income	-		-	
Total Other income/(expense)	61.80		34.38	
Increase (Decrease) in Net Assets Without Donor Restrictions before Depreciation	99,351.81		52,875.67	
Depreciation expense	-	11,764.00	-	11,765.00
Incr./(Decr.) in Net Assets Without Donor Restrictions (EMS)	99,351.81		52,875.67	
Net Assets Without Donor Restrictions, Beginning of Period (EMS)	487,453.36		434,577.69	
Net Assets Without Donor Restrictions, End of Period (EMS)	586,805.17		487,453.36	
Incr./(Decr.) in Net Assets Without Donor Restrictions (DMS)		(8,461.05)		(609.21)
Net Assets Without Donor Restrictions, Beginning of Period (DMS)		(126,632.87)		(131,375.75)
Net Assets Without Donor Restrictions, End of Period (DMS)		(135,093.92)		(131,984.96)
Change in Net Assets With Donor Restrictions				
Net Assets with Donor Restr. - Other Net Assets				
Incr./(Decr.) in Net Assets With Donor Restr. - Other				
Net Assets with Donor Restr. - Other Net Assets, Beg. Of Period	1,798.55		1,798.55	
Net Assets with Donor Restr. - Other Net Assets, End of Period	1,798.55		1,798.55	
Net Assets with Donor Restr. - IWW				
Incr./(Decr.) in Net Assets With Donor Restr. - IWW	44.74		16.81	
Net Assets with Donor Restr. - IWW, Beg. Of Period	143,174.23		143,157.42	
Net Assets with Donor Restr. - IWW, End of Period	143,218.97		143,174.23	
Net Assets with Donor Restr. - Trusler				
Incr./(Decr.) in Net Assets With Donor Restr. - Trusler				
Net Assets with Donor Restr. - Trusler, Beg. Of Period	30,015.25		30,015.25	
Net Assets with Donor Restr. - Trusler, End of Period	30,015.25		30,015.25	
Net Assets with Donor Restr. - Turnbull Net Assets				
Incr./(Decr.) in Net Assets With Donor Restr. - Turnbull				
Net Assets with Donor Restr. - Turnbull, Beg. Of Period	35,000.00		25,000.00	
Net Assets with Donor Restr. - Turnbull, End of Period	35,000.00		25,000.00	
Total Net Assets With Donor Restrictions, End of Period	210,032.77		199,988.03	

See Accompanying Independent Accountants' Compilation Report

Supplementary Information

EMPORIA MAIN STREET, INC.
Schedule 1 - Special Projects - Modified Cash Basis
As of December 31, 2024 and 2023

	December 31, 2024	December 31, 2023
310000 · Special Projects Income (Exp)		
310110 · Auction		
310111 · Auction Income	44,184.78	55,355.65
310112 · Auction Expense	(29,588.95)	(33,113.54)
Total 310110 · Auction	14,595.83	22,242.11
310210 · Business Enhancement		
310211 · Business Enhancement Income	10,020.36	
310212 · Business Enhancement Expense	(20,709.31)	
Total 310210 · Business Enhancement	(10,688.95)	-
310310 · Cowbell		
310311 · Cowbell Income	436.13	
310312 · Cowbell Expense		
Total 310310 · Cowbell	436.13	
310410 · Unbound Gravel		
310411 · Unbound Gravel Income	30,604.63	30,599.74
310412 · Unbound Gravel Expenses	\$ (18,888.09)	(20,925.00)
Total 310410 · Unbound Gravel	11,716.54	9,674.74
310620 · Freedom Fest		
310621 · Freedom Fest Income	16,685.59	18,466.89
310622 · Freedom Fest Expense	(11,641.60)	(13,375.04)
Total 310620 · Freedom Fest	5,043.99	5,091.85
310710 · Great American Market		
310711 · Great American Market Income	20,854.81	16,944.22
310712 · Great American Market Expenses	(2,435.93)	(736.82)
Total 310710 · Great American Market	18,418.88	16,207.40
310720 · Glass Blown Open		
310721 · Glass Blown Open Income	-	4,913.84
310722 · Glass Blown Open Expenses	-	-
Total 310720 · Glass Blown Open	-	4,913.84
310810 · Haunted Tours		
310812 · Haunted Tours Expense	(500.00)	-
Total 310810 · Haunted Tours	(500.00)	-
310815 · HEAL Grant		
310816 · HEAL Grant Income	50,000.00	-
310817 · HEAL Grant Expense	\$ (50,000.00)	-
Total 310815 · HEAL Grant	-	-
311320 · Mix & Match		
311321 · Mix & Match Income	0.00	-
311322 · Mix & Match Expense	(2,633.46)	-
Total 310815 · HEAL Grant	(2,633.46)	-
310820 · Holiday Stroll		
310821 · Holiday Stroll Income	3,159.63	5,730.86
310822 · Holiday Stroll Expense	(3,941.22)	(4,050.00)
Total 310820 · Holiday Stroll	(781.59)	1,680.86
311300 · Merchandise		
311301 · Merchandise Income	8,019.74	13,789.13
311302 · Merchandise Expense	(7,696.31)	(9,071.94)
Total 311300 · Merchandise	323.43	4,717.19
311520 · Ornaments		
311521 · Ornaments Income	-	1,074.00
Total 311520 · Ornaments	-	1,074.00
311610 · Playing Cards		
311611 · Playing Cards Income	243.40	2,074.19
311612 · Playing Cards Expense	-	(2,519.16)
Total 311610 · Playing Cards	243.40	(444.97)
311710 · Quarter Mania		
311711 · Quarter Mania Income	2,130.80	964.32
311712 · Quarter Mania Expenses	(1,500.00)	
Total 311710 · Quarter Mania	630.80	964.32
312010 · The Taste Event		
312011 · The Taste Event Income	19,599.88	15,389.38
312012 · The Taste Event Expenses	(11,103.80)	(12,525.82)
Total 312010 · The Taste Event	8,496.08	2,863.56
312020 · Banners		
312021 · Banners Income	15,668.79	13,730.95
312022 · Banner Expense	(8,394.25)	(11,555.25)
Total 312020 · Banners	7,274.54	2,175.70
312030 · Greater Emporia Area Grant Fund		
312031 · Greater Emporia Area Income	198.15	0.00
Total 312030 · Greater Emporia Area Grant Fund	198.15	-
312040 · SYOB		
312041 · SYOB Income	1,257.95	1,068.00
312042 · SYOB Expenses	(140.29)	(40.29)
Total 312040 · SYOB	1,117.66	1,027.71
312050 · Soldier Care Packages		
312051 · Soldier Care Packages Income	9,277.80	87.21
312052 · Soldier Care Packages Expense	(7,789.49)	(306.64)
Total 312050 · Soldier Care Packages	1,488.31	(219.43)
312599 · Misc Special Events		
312600 · Misc Special Events Income	16,416.34	20,343.48
312601 · Misc Special Events Expense	(13,703.32)	(12,089.00)
Total 312599 · Misc Special Events	2,713.02	8,254.48
318010 · Day of the Dead		
318011 · Day of the Dead Income	-	(150.00)
Total 318011 · Day of the Dead	-	(150.00)
Total 310000 · Special Projects Income (Exp)	58,092.76	80,073.36

See Accompanying Independent Accountants' Compilation Report

Emporia Main Street, Inc.
Schedule 2 - Budget Performance - Modified Cash Basis
January through December 2024

Change in Net Assets Without Donor Restrictions

Support & Revenues

300000 - Appropriations Income

300110 - City

300120 - County

Total 300000 - Appropriations Income

300001 - Capital Campaign Income

300002 - Improvement Grant Income

300003 - Fab Lab Income

300400 - Rent Income

301100 - Membership Dues

302000 - Annual Meeting Income

303000 - Other Inc

305000 - Interest Income

310000 - Special Projects Income (Exp)

310110 - Auction

310111 - Auction Income

310112 - Auction Expense

Total 310110 - Auction

310210 - Business Enhancement

310211 - Business Enhancement Income

310212 - Business Enhancement Expense

Total 310210 - Business Enhancement

310310 - Cowbell

310311 - Cowbell Income

Total 310310 - Cowbell

310410 - Unbound Gravel

310411 - Unbound Gravel Income

310412 - Unbound Gravel Expenses

Total 310410 - Unbound Gravel

310620 - Freedom Fest

310621 - Freedom Fest Income

310622 - Freedom Fest Expense

Total 310620 - Freedom Fest

310710 - Great American Market

310711 - Great American Market Income

310712 - Great American Market Expense

Total 310710 - Great American Market

310720 - Glass Blown Open

310721 - Glass Blown Open Income

310722 - Glass Blown Open Expenses

Total 310720 - Glass Blown Open

310810 - Haunted Tours

310811 - Haunted Tours Income

310812 - Haunted Tours Expense

Total 310810 - Haunted Tours

310815 - HEAL Grant

310816 - HEAL Grant Income

310817 - HEAL Grant Expense

Total 310815 - HEAL Grant

310820 - Holiday Stroll

310821 - Holiday Stroll Income

310822 - Holiday Stroll Expense

Total 310820 - Holiday Stroll

311300 - Merchandise

311301 - Merchandise Income

311302 - Merchandise Expense

Total 311300 - Merchandise

311320 - Mix & Match

311322 - Mix & Match Expense

Total 311320 - Mix & Match

311610 - Playing Cards

311611 - Playing Cards Income

Total 311610 - Playing Cards

	Jan - Dec 24	YTD Budget	\$ Difference	Annual Budget
300000 - Appropriations Income				
300110 - City	190,000.00	190,000.00	0.00	190,000.00
300120 - County	35,000.00	40,000.00	-5,000.00	40,000.00
Total 300000 - Appropriations Income	225,000.00	230,000.00	-5,000.00	230,000.00
300001 - Capital Campaign Income	48,000.00	7,500.00	40,500.00	7,500.00
300002 - Improvement Grant Income	87,500.00	0.00	87,500.00	0.00
300003 - Fab Lab Income	19,770.28	20,000.00	-229.72	20,000.00
300400 - Rent Income	9,600.00	0.00	9,600.00	0.00
301100 - Membership Dues	71,360.07	65,000.00	6,360.07	65,000.00
302000 - Annual Meeting Income	384.80	0.00	384.80	0.00
303000 - Other Inc	100.00	1,000.00	-900.00	1,000.00
305000 - Interest Income	61.80	0.00	61.80	0.00
310000 - Special Projects Income (Exp)				
310110 - Auction				
310111 - Auction Income	44,184.78	33,000.00	11,184.78	33,000.00
310112 - Auction Expense	-29,588.95	-13,000.00	-16,588.95	-13,000.00
Total 310110 - Auction	14,595.83	20,000.00	-5,404.17	20,000.00
310210 - Business Enhancement				
310211 - Business Enhancement Income	10,020.36	0.00	10,020.36	0.00
310212 - Business Enhancement Expense	-20,709.31	0.00	-20,709.31	0.00
Total 310210 - Business Enhancement	-10,688.95	0.00	-10,688.95	0.00
310310 - Cowbell				
310311 - Cowbell Income	436.13	0.00	436.13	0.00
Total 310310 - Cowbell	436.13	0.00	436.13	0.00
310410 - Unbound Gravel				
310411 - Unbound Gravel Income	30,604.63	31,000.00	-395.37	31,000.00
310412 - Unbound Gravel Expenses	-18,888.09	-21,000.00	2,111.91	-21,000.00
Total 310410 - Unbound Gravel	11,716.54	10,000.00	1,716.54	10,000.00
310620 - Freedom Fest				
310621 - Freedom Fest Income	16,685.59	14,000.00	2,685.59	14,000.00
310622 - Freedom Fest Expense	-11,841.60	-13,000.00	1,358.40	-13,000.00
Total 310620 - Freedom Fest	5,043.99	1,000.00	4,043.99	1,000.00
310710 - Great American Market				
310711 - Great American Market Income	20,854.81	16,000.00	4,854.81	16,000.00
310712 - Great American Market Expense	-2,435.93	-4,600.00	2,164.07	-4,600.00
Total 310710 - Great American Market	18,418.88	11,400.00	7,018.88	11,400.00
310720 - Glass Blown Open				
310721 - Glass Blown Open Income	0.00	16,000.00	-16,000.00	16,000.00
310722 - Glass Blown Open Expenses	0.00	-5,000.00	5,000.00	-5,000.00
Total 310720 - Glass Blown Open	0.00	11,000.00	-11,000.00	11,000.00
310810 - Haunted Tours				
310811 - Haunted Tours Income	0.00	4,000.00	-4,000.00	4,000.00
310812 - Haunted Tours Expense	-500.00	-1,000.00	500.00	-1,000.00
Total 310810 - Haunted Tours	-500.00	3,000.00	-3,500.00	3,000.00
310815 - HEAL Grant				
310816 - HEAL Grant Income	50,000.00	0.00	50,000.00	0.00
310817 - HEAL Grant Expense	-50,000.00	0.00	-50,000.00	0.00
Total 310815 - HEAL Grant	0.00	0.00	0.00	0.00
310820 - Holiday Stroll				
310821 - Holiday Stroll Income	3,159.63	5,000.00	-1,840.37	5,000.00
310822 - Holiday Stroll Expense	-3,941.22	-2,000.00	-1,941.22	-2,000.00
Total 310820 - Holiday Stroll	-781.59	3,000.00	-3,781.59	3,000.00
311300 - Merchandise				
311301 - Merchandise Income	8,019.74	15,000.00	-6,980.26	15,000.00
311302 - Merchandise Expense	-7,696.31	-11,000.00	3,303.69	-11,000.00
Total 311300 - Merchandise	323.43	4,000.00	-3,676.57	4,000.00
311320 - Mix & Match				
311322 - Mix & Match Expense	-2,633.46	0.00	-2,633.46	0.00
Total 311320 - Mix & Match	-2,633.46	0.00	-2,633.46	0.00
311610 - Playing Cards				
311611 - Playing Cards Income	243.40	0.00	243.40	0.00
Total 311610 - Playing Cards	243.40	0.00	243.40	0.00

Emporia Main Street, Inc.
Schedule 2 - Budget Performance - Modified Cash Basis-Cont.
January through December 2024

	Jan - Dec 24	YTD Budget	\$ Difference	Annual Budget
311710 - Quarter Mania				
311711 - Quarter Mania Income	2,130.80	500.00	1,630.80	500.00
311712 - Quarter Mania Expenses	-1,500.00	-250.00	-1,250.00	-250.00
Total 311710 - Quarter Mania	630.80	250.00	380.80	250.00
312010 - The Taste Event				
312011 - The Taste Event Income	19,599.88	16,000.00	3,599.88	16,000.00
312012 - The Taste Event Expenses	-11,103.80	-13,000.00	1,896.20	-13,000.00
Total 312010 - The Taste Event	8,496.08	3,000.00	5,496.08	3,000.00
312020 - Banners				
312021 - Banners Income	15,668.79	10,000.00	5,668.79	10,000.00
312022 - Banners Expenses	-8,394.25	-5,000.00	-3,394.25	-5,000.00
Total 312020 - Banners	7,274.54	5,000.00	2,274.54	5,000.00
312030 - Greater Emporia Area Grant Fund				
312031 - Greater Emporia Area Income	198.15	0.00	198.15	0.00
Total 312030 - Greater Emporia Area Grant Fund	198.15	0.00	198.15	0.00
312040 - SYOB				
312041 - SYOB Income	1,257.95	0.00	1,257.95	0.00
312042 - SYOB Expenses	-140.29	0.00	-140.29	0.00
Total 312040 - SYOB	1,117.66	0.00	1,117.66	1,157.95
312050 - Soldier Care Packages				
312051 - Soldier Care Packages Income	9,277.80	0.00	9,277.80	0.00
312052 - Soldier Care Packages Expense	-7,789.49	0.00	-7,789.49	0.00
Total 312050 - Soldier Care Packages	1,488.31	0.00	1,488.31	676.80
312599 - Misc Special Events				
312600 - Misc Special Events Income	16,416.34	21,000.00	-4,583.66	21,000.00
312601 - Misc Special Events Expense	-13,703.32	-12,000.00	-1,703.32	-12,000.00
Total 312599 - Misc Special Events	2,713.02	9,000.00	-6,286.98	9,000.00
Total 310000 - Special Projects Income (Exp)	58,092.76	80,650.00	-22,557.24	82,484.75
DM3000 - DMS Income				
DM3010 - Rental Income	27,729.77	0.00	27,729.77	0.00
DM3025 - DMS Misc Income	1,840.87	0.00	1,840.87	0.00
Total DM3000 - DMS Income	29,570.64	0.00	29,570.64	0.00
Total Income	549,440.35	404,150.00	145,290.35	405,984.75
Total Support & Revenues	549,440.35	404,150.00	145,290.35	405,984.75
Expense				
500000 - Program Service Expenses				
500100 - BEC				
500180 - Legislative Awareness	0.00	200.00	-200.00	200.00
500195 - Website	1,075.00	8,500.00	-7,425.00	8,500.00
500100 - BEC - Other	0.00	18,000.00	-18,000.00	18,000.00
Total 500100 - BEC	1,075.00	26,700.00	-25,625.00	26,700.00
500300 - Design Com.				
500303 - Adopt A Garden	150.22	0.00	150.22	0.00
500340 - Design Committee Miscellaneous	2,060.74	125.00	1,935.74	125.00
500370 - Sound System	0.00	360.00	-360.00	360.00
500300 - Design Com. - Other	2,047.85	7,000.00	-4,952.15	7,000.00
Total 500300 - Design Com.	4,258.81	7,485.00	-3,226.19	7,485.00
500400 - Improvement Grant Expense	25,000.00	0.00	25,000.00	0.00
500500 - Dues	3,040.13	400.00	2,640.13	400.00
500600 - Insurance Expense				
500610 - Health Insurance	30,059.73	25,000.00	5,059.73	25,000.00
500650 - Insurance-General	5,907.00	6,000.00	-93.00	6,000.00
Total 500600 - Insurance Expense	35,966.73	31,000.00	4,966.73	31,000.00
500700 - Loan Writeoff	75.66	0.00	75.66	0.00
500730 - Maintenance	8,252.37	6,500.00	1,752.37	6,500.00
500750 - Occupancy Expenses	0.00	1,000.00	-1,000.00	1,000.00
500800 - Organization				
599100 - Annual Meeting	1,283.85	2,500.00	-1,216.15	2,500.00
599200 - Meeting & Conferences	0.00	3,000.00	-3,000.00	3,000.00
599300 - Image Campaign	0.00	2,000.00	-2,000.00	2,000.00
599400 - Membership Drive	204.43	2,500.00	-2,295.57	2,500.00
500800 - Organization - Other	3,115.16	5,000.00	-1,884.84	5,000.00
Total 500800 - Organization	4,603.44	15,000.00	-10,396.56	15,000.00

Emporia Main Street, Inc.
Schedule 2 - Budget Performance - Modified Cash Basis-Cont.
January through December 2024

	Jan - Dec 24	YTD Budget	\$ Difference	Annual Budget
501000 - Payroll Tax Expense	14,052.89	13,000.00	1,052.89	13,000.00
501100 - Promotions Com.				
501120 - Advertising	75.00	500.00	-425.00	500.00
501150 - Block Party	0.00	200.00	-200.00	200.00
501100 - Promotions Com. - Other	11,287.46	20,000.00	-8,712.54	20,000.00
Total 501100 - Promotions Com.	11,362.46	20,700.00	-9,337.54	20,700.00
501200 - Rent	11,940.00	11,940.00	0.00	11,940.00
501300 - Salaries & Wages				
501301 - Officer Salary	70,000.08	70,000.00	0.08	70,000.00
501302 - Employee Wages	103,999.92	120,000.00	-16,000.08	120,000.00
Total 501300 - Salaries & Wages	174,000.00	190,000.00	-16,000.00	190,000.00
501400 - Intern Wages	3,142.50	2,400.00	742.50	2,400.00
502000 - Training				
502020 - Natl. Town Mtg	0.00	5,000.00	-5,000.00	5,000.00
502030 - Travel	6,347.09	4,000.00	2,347.09	4,000.00
502000 - Training - Other	0.00	500.00	-500.00	500.00
Total 502000 - Training	6,347.09	9,500.00	-3,152.91	9,500.00
590000 - Utilities	7,930.77	6,000.00	1,930.77	6,000.00
Total 500000 - Program Service Expenses	311,047.85	341,625.00	-30,577.15	341,625.00
600000 - General & Adm. Expenses				
600200 - Bank Fees	1,180.60	200.00	980.60	200.00
600300 - Computer Expense	5,038.85	1,000.00	4,038.85	1,000.00
600350 - Credit Card Fees	0.00	100.00	-100.00	100.00
600600 - Legal & Professional Fees	4,489.30	7,000.00	-2,510.70	7,000.00
600700 - Office	5,889.45	12,000.00	-6,110.55	12,000.00
600750 - 727 Office Supplies	959.74	0.00	959.74	0.00
600800 - Postage	1,364.75	1,500.00	-135.25	1,500.00
670100 - Annual Report	0.00	50.00	-50.00	50.00
Total 600000 - General & Adm. Expenses	18,922.69	21,850.00	-2,927.31	21,850.00
650000 - Fundraising Expense	6,000.00	0.00	6,000.00	0.00
650001 - Sound System Expense	0.00	18,000.00	-18,000.00	18,000.00
650002 - Fab Lab Match Expense	20,547.36	20,000.00	547.36	20,000.00
651000 - Capital Campaign Expenses	64,000.00	0.00	64,000.00	0.00
DM5000 - DMS Expense				
DM5450 - Depreciation Expense	11,764.00	0.00	11,764.00	0.00
DM5750 - Interest Expense	7,823.76	0.00	7,823.76	0.00
DM6160 - Repairs and Maintenance	9,731.91	0.00	9,731.91	0.00
DM6710 - Taxes - Property	8,712.02	0.00	8,712.02	0.00
Total DM5000 - DMS Expense	38,031.69	0.00	38,031.69	0.00
Total Expense	458,549.59	401,475.00	57,074.59	401,475.00
Net Increase/Decrease in Net Assets Without Donor Restrictions	90,890.76	2,675.00	88,215.76	4,509.75

EMPORIA MAIN STREET, INC.
Schedule 3 - Loans Receivable - Modified Cash Basis
As of December 31, 2024 and 2024

	December 31, 2024	December 31, 2023
LOANS RECEIVABLE		
191000 · IWW Loans		
191151 · Note Rec- IWW- Brickyard	12,088.56	12,088.56
191171 · Note Rec- IWW- 3 Fingers BBQ	-	-
191172 · Note Rec- IWW Xan-a-Do	250.00	2,095.25
191181 · Note Rec- IWW L and L Pets	1,393.08	4,178.76
191191 · Note Rec- IWW Kens Sharpening L	(250.00)	2,000.00
191192 · Note Rec- IWW- Ruthy's Fruty	-	2,495.97
191201 · Note Rec- IWW- Michelle E Malon	6,128.40	9,192.72
191202 · Note Rec- IWW- G & S Rental	6,894.18	9,751.26
191203 · Note Rec- IWW- Dog Tag Invest	-	-
191204 · Note Rec- IWW- MAS Properties	-	-
191205 · Note Rec- IWW- Shelby's Sassy	-	1,948.04
191206 · Note Rec- IWW- L and L Pets Spe	-	-
191211 · Note Rec- IWW- Haba Ventures	-	-
191212 · Note Rec- IWW- Main Street Comp	13,095.10	15,952.30
191221 · Note Rec- IWW- Samara Grelyn, L	13,559.66	16,416.74
191231 · Note Rec- IWW- Kennedy Building	13,233.41	17,233.37
191232 · Note Rec- IWW- Bob Spatta	13,250.00	16,250.00
191233 · Note Rec- IWW- Daisy Esch	2,000.02	3,333.34
191251 · Note Rec- IWW- Axe Shed	20,000.00	0.00
Total 191000 · IWW Loans	101,642.41	112,936.31
192000 · Trusler Loans Receivable		
192191 · Note Rec- TRL- Mike's	(333.33)	(333.33)
192201 · Note Rec- TRL- Trox Gallery	(208.17)	1,637.63
192211 · Note Rec- TRL- Haba Ventures	-	-
192212 · Note Rec- TRL- Bernie Toso	-	-
192301 · Note Rec- TRL- Uncommon Threads	8,450.00	12,287.50
Total 192000 · Trusler Loans Receivable	7,908.50	13,591.80
193000 · Startup KS Loans Receivable		
193201 · Note Rec- STUPKS- Ruthy's Fruty	1,889.57	5,630.49
Total 193000 · Startup KS Loans Receivable	1,889.57	5,630.49
194000 · E-Community Loans Receivable		
194142 · Note Rec- ECOMM- United Country	13,500.00	16,500.00
194143 · Note Rec- ECOMM- Dynamic Dist.	13,845.00	16,845.00
194155 · Note Rec- ECOMM- Twin Rivers	-	-
194163 · Note Rec- ECOMM- Mohn	-	-
194181 · Note Rec- ECOMM- The Spectacle	13,500.00	18,000.00
194182 · Note Rec- ECOMM- S&W Rentals	-	535.71
194184 · Note Rec- ECOMM- AAA Glass	4,821.75	11,250.27
194191 · Note Rec- ECOMM- East Emporia V	9,643.14	16,071.66
194193 · Note Rec- ECOMM- Brusr's Skunk	19,878.10	23,878.10
194201 · Note Rec - ECOMM- Big Ben's 2	12,192.35	18,739.20
194203 · Note Rec - ECOMM- MAS Propertie	-	-
194204 · Note Rec - ECOMM- Roberts Blue	20,058.99	25,377.46
194211 · Note Rec - ECOMM- A-1 Pump & Je	21,235.98	27,581.25
194212 · Note Rec - ECOMM- Fork and Spoo	26,119.80	30,335.95
194213 · Note Rec - ECOMM- Toso Family	18,982.52	23,800.40
194214 · Note Rec- ECOMM- Callie Medrano	20,073.08	24,713.72
194231 · Note Rec- ECOMM- Pace Property	33,399.04	39,182.67
194232 · Note Rec- ECOMM- Kennedy Buildi	34,900.76	40,620.80
194233 · Note Rec- ECOMM- Casson Investm	37,846.29	43,348.33
194241 · Note Rec- ECOMM- Middle Ground	41,029.78	-
194242 · Note Rec- ECOMM- Jaimes Enterprise	47,157.65	-
Total 194000 · E-Community Loans Receivable	388,184.23	376,780.52
TOTAL LOANS RECEIVABLE	499,624.71	508,939.12

See Accompanying Independent Accountants' Compilation Report

2025 Emporia Main Street Budget

Unrestricted Net Assets	
Support & Revenues	2025
300000 Appropriations Revenue	
300110 City	\$190,000.00
300120 County	\$40,000.00
Total 300000 Appropriations Income	\$230,000.00
300001 Capital Campaign Income	\$90,000.00
300003 Fabrication Lab Income	\$30,000.00
301100 Membership Dues	\$70,000.00
303000 Other Inc.	\$1,000.00
310000 Special Projects Income (Exp)	
310110 Auction	
310111 Auction Income	\$33,000.00
310112 Auction Expense	-\$13,000.00
Total 310110 Auction	\$20,000.00
310410 Unbound Gravel	
310411 Unbound Gravel Income	\$31,000.00
310412 Unbound Gravel Expenses	-\$19,000.00
Total 310410 Unbound Gravel	\$12,000.00
310620 Freedom Fest	
310621 Freedom Fest Income	\$16,500.00
310622 Freedom Fest Expense	-\$15,500.00
Total 310620 Freedom Fest	\$1,000.00
310710 Great American Market	
310711 Great American Market Income	\$20,000.00
310712 Great American Market Expense	-\$5,000.00
Total 310710 Great American Market	\$15,000.00
310720 Disc Golf Events	
310721 Disc Golf Events Income	\$12,000.00
310722 Disc Golf Events Expense	-\$5,000.00
Total 310720 Disc Golf Events	\$7,000.00
310810 Halloween	
310811 Halloween Income	\$4,000.00
310812 Halloween Expense	-\$1,000.00
Total 310810 Halloween	\$3,000.00
310820 Carriage Rides, etc.	
310821 Carriage Rides, etc. Income	\$4,000.00
310822 Carriage Rides, etc. Expense	-\$4,000.00
Total 310820 Carriage Rides, etc.	\$0.00
311300 Merchandise	
311301 Merchandise Income	\$10,000.00
311302 Merchandise Expense	-\$6,000.00
Total 311300	\$4,000.00
311320 Mix & Mingle	
311321 Mix & Mingle Income	\$3,000.00
311322 Mix & Mingle Expense	-\$3,000.00
Total 311320 Mix and Mingle	\$0.00
311520 Ornaments	
311521 Ornaments Income	\$0.00
311522 Ornaments Expense	\$0.00
Total 311520 Ornaments	\$0.00
311710 Quarter Mania	
311711 Quarter Mania Income	\$500.00
311712 Quarter Mania Expenses	-\$250.00
Total 311710 Quarter Mania	\$250.00
311910 Speakeasy	
311911 Speakeasy Income	\$0.00
311912 Speakeasy Expenses	\$0.00
Total 311910 Speakeasy	\$0.00
312010 The Taste Event	
312011 The Taste Event Income	\$17,000.00
312012 The Taste Event Expenses	-\$12,000.00
Total 312010 The Taste Event	\$5,000.00
312020 Banners	
312021 Banners Income	\$7,000.00
312022 Banners Expenses	-\$5,000.00
Total 312020 Banners	\$2,000.00
312600 Misc Special Events Income	\$20,000.00
312601 Misc Special Events Expense	-\$13,000.00
Total MISC	\$33,000.00
Total 310000 Special Projects income (Exp)	\$102,250.00

-\$60,840.00

Loss offset through restricted grant income

FORGE

\$300,000.00

Three year program supplying staffing and tech upgrades

K-State 105

\$125,000.00

Technology for the Fabrication Lab

Science on Main

\$12,500.00

Planning and limited implementation for a joint ESU/Main Street project

Capital Campaign

\$1,500,000.00 (GOAL)

Expand into the back 1/3 of the building and provide additional technology

Results:

Code Crafters-

- IM Desing Group Logo Design (\$700 Value)
- Coffelt Sign \$60 vinyl lettering
- \$1,825 in cash
- Total Prizes: \$2,585

Mad Gaffer-

- KVOE Advertising (store front) (\$1,050 Value)
- Coffelt Sign \$60 vinyl lettering
- \$2,615 in cash
 - o ~~-\$92.23 on 04/02/24~~- Remainder: \$2,522.77
 - o ~~-\$342.70 on 04/04/24~~- Remainder \$2180.07
 - o ~~-156.38 on 04/18/24~~- Remainder \$2,023.69
 - o ~~-145.38 on 05/10/24~~- Remainder \$1878.69
 - o ~~-306.79 on 06/24/24~~- Remainder \$1571.90
 - o ~~-230 on 08/23/24~~- Remainder \$1341.90
 - o ~~-328.50 on 10/01/2024~~- Remainder \$1013.40
 - o ~~-533.98 on 02/12/2025~~- Remainder \$\$479.42
- Total Prizes: \$3,725

Middle Ground Books-

- KVOE Advertising (store front) (\$1,050 Value)
- Coffelt Sign \$60 vinyl lettering
- \$3,420 in cash:
 - o ~~-\$1650 on 04/01/24~~- Remainder: \$1,770
 - o **Paid in full**- 04/17/2024
- Total Prizes: \$4,530

Educators to Entrepreneurs-

- Coffelt Sign \$60 vinyl lettering
- \$3,490 in cash
 - o ~~-\$1200 on 12/13/24~~- Remainder: \$2,290

City of Emporia Appropriations Request

03/25/2025 5:03 PM (CDT)



City of Emporia Appropriations Request

Please fill out the information below to be considered for the **FY 2025 Special Appropriations Grant**.

Responses should be detailed, and all questions must be completed. Failure to provide the requested information may result in a denial.

If you have questions about the form, please contact Christine Torrens at 620-341-4304 or ctorrens@emporiaks.gov.

Submitting a grant application does not guarantee funds will be awarded. All completed applications will be reviewed by the Emporia City Commission. The Commission, in its sole discretion, may approve or deny requests. Any allocation awarded is subject to the availability of funds and compliance with the conditions of the award.

By submitting an application, Applicant agrees and certifies that any funds granted by the City will not be used to buy, rent, and/or lease any furniture, fixtures, or equipment; make any building improvements; or pay any salaries, bonuses, and/or travel expenses.

Event Submission Deadline: Tuesday, April 1, 2025, by 5:00 p.m.

Name of parent company	Mental Health Center of East Central Kansas dba CrossWinds Counseling and Wellness
Parent company physical location address	1519 Merchant St., Emporia, KS 66801
Organization name	CrossWinds Counseling and Wellness
Complete mailing address	1519 Merchant St., Emporia, KS 66801
Phone number	620-343-2211
Website address	crosswindsks.org
Executive Director	Amanda Cunningham
Executive Director email	acunningham@crosswindsks.org
Board chair	Jacob Welsh
Board Chair email	jacobwelsh10@gmail.com
Prepared by name and title	Adam Blake, Communication and Grants Specialist (ablake@crosswindsks.org)

Please provide local contact information if different than above.

Supervision or financial administration

- i. Name
- Sarah Stockwell

Title

CFO

Responsibilities

Financial administration and supervision

Organization mission	CrossWinds Counseling and Wellness provides dynamic, culturally sensitive, high quality behavioral health care to the residents of Chase, Coffey, Greenwood, Lyon, Morris, Osage, and Wabaunsee counties.
Organization Goals	CrossWinds strives to deliver services in the most effective, caring, and efficient manner possible through the dedication of well-trained and client-oriented professionals.
Program organization/event name	CrossWinds Counseling and Wellness
Funding requested from City	\$105,000
Total operating or event budget	\$21,297,519
What percentage of your total program budget does City funding request represent?	.47%
Provide profit/loss statement.	 2025 P&L.pdf

Please, provide a detailed breakdown of how the requested funds will be allocated.

CrossWinds Counseling and Wellness acquired and took on the existing service offerings of Corner House, Inc. in January. Substance abuse treatment services including Level I outpatient treatment, Level II intensive outpatient treatment, adolescent outpatient treatment, and employee assistance programs were added to CrossWinds' existing SUD offerings. Requested funding will support the operation and growth needs of these new programs. Funding will also be dedicated to CrossWinds' Dual Recovery Anonymous program, which has traditionally received support from the City of Emporia. Total funding requested is based on the City's combined 2025 FY allocations to Corner House and CrossWinds.

Total request: \$105,000

\$30,000 will be dedicated to improving the availability, efficacy, and timely service delivery of expanded substance use disorder programming in Emporia. Funding will partially cover costs related to increased staffing and training needs, allowing CrossWinds to meet the demands of a growing base of clients.

\$20,000 will be dedicated to offsetting costs related to the support of uninsured SUD clients. Funding will support these clients by covering the cost of required drug and alcohol evaluations and screenings, medication, and treatment.

\$20,000 will be dedicated to upgrading security at Corner House, Inc.'s existing facilities (418 Market St.). With increased client traffic and building usage, additional cameras and a badge access entry system will be installed to ensure the safety of clients, staff, and sensitive materials such as medical records and medication.

\$15,000 will be dedicated to increasing accessibility at Corner House, Inc.'s existing facilities (418 Market St.). Funding will be utilized to expand and modernize group therapy spaces, allow for wheelchair access, and cover IT needs related to the delivery of telehealth services.

\$15,000 will be dedicated to the purchase of curriculum and supplies for the Dual Recovery Anonymous program and new SUD offerings added through CrossWinds' acquisition of Corner House, Inc.

\$5,000 will be dedicated to covering fees and supply costs related to the targeting marketing of CrossWinds' SUD offerings.

Is this a one-time funding request?

No

If not, provide information on why you need ongoing funding.

Line items related to the enhancement of physical facilities will be a one-time need. However, the ongoing financial support of CrossWinds' substance use disorder programming will remain a necessity. With many clients served by these programs lacking the means to pay for services, associated costs are often left underfunded or entirely unfunded by limited insurance payouts. Consistent support from the City of Emporia serves to reduce the financial burden on CrossWinds as a nonprofit agency, allowing for the continued delivery of all its vital behavioral health services within the community.

Number served by this program in previous year.

Corner House program total: 269; Dual Recovery Anonymous program: 96; Total SUD clients served by CrossWinds/Corner House: 365

Projected number served by this program in the upcoming year.

400

Estimated number who will stay overnight.

N/A

Has your organization previously received funding from the City of Emporia?

Yes

If so, list dates and amounts for past three years.

i. **Date of funding received by City of Emporia**

01/01/2023

ii. **Date of funding received by City of Emporia**

01/01/2024

iii. **Date of funding received by City of Emporia**

01/01/2025

Will you require or request any other funding or in-kind services from the City or other taxing entities?

No

Please show all in-kind matches your agency or organization receives.

N/A

How does this program provide a benefit to Emporia?

With its recent acquisition of Corner House, CrossWinds is now the primary resource for substance abuse-related behavioral health treatment in the community. An ability to properly address and combat the negative impacts of substance abuse and addiction in the community improves the overall health and

wellbeing of each of its citizens. In addition to directly restoring the lives of hundreds of clients each year, these programs are crucial to reducing further strain on the city's medical, law enforcement, and correctional entities.

Does your organization service areas outside of the Emporia geographical area?

Yes

If so, what are those areas?

CrossWinds provides its services throughout Chase, Coffey, Greenwood, Lyon, Morris, Osage, and Wabaunsee counties.

Please provide documentation if you will receive funding from other cities, townships, counties, or other agencies.



County SUD Allocations- CrossWinds Counseling and Wellness.pdf



United Way of the Flint Hills Community Partnership.pdf

Are services to clients free of charge or fee-based?

Fee-based

If fee-based, what is the fee?

With the nature and client base of these programs, there is no set fee structure. Services are provided to clients regardless of their ability to pay. CrossWinds accepts all major insurances and provides sliding-scale fee options.

What is the average cost to participate in your program?

N/A

Will this funding request offset any municipal services?

No

Operating budget surplus



Surplus Statement.docx



2024 p&I.pdf

Are you aware of any pending investigations, litigation, claims, or assessments against the organization?

No

Please list your community partners.

-CareArc
-Emporia Community Foundation
-Emporia Police Department
-Emporia State University
-Flint Hills Technical College
-Hetlinger Developmental Services
-Lyon County Community Corrections
-Lyon County Sheriff's Office
-Newman Regional Health
-SEK Works
-United Way of the Flint Hills
-USD 253

Organization Sustainability

- i. Please list other organizations (foundations, government agencies, service clubs, etc.) from which you have previously received funds or will be seeking to receive funds for your organization's program or event this year.

Name of funder

Amount requested

\$10,000 (Corner House)

Amount and date of most recent award

\$6,000 to be utilized 1/1/25 - 3/15/26

What are the metrics that will determine success of the program/event?

CrossWinds utilizes a range of treatment metrics to evaluate the efficacy of its SUD programs. Our ability to report on some of these metrics may vary as they are reported on a client-by-client basis. Each metric may not be asked of/reported on by each client involved in SUD services. These metrics can include but are not limited to:

Client Enrollment- Increase or decrease in SUD clients from previous year.

Criminal Justice Involvement- Reduction in arrests, probation violations, or legal issues during and post-treatment.

Decrease in Emergency Room Visits and Hospitalizations- Reduction in crisis-level interventions related to substance use.

Employment and Housing Stability- Number of clients who gain or maintain employment and stable housing during or post-treatment.

Mental Health Improvements- Changes in co-occurring mental health symptoms measured through standardized assessments.

Peer Support and Community Involvement- Engagement in peer support groups or opportunities for community-based recovery.

Reduction in Substance Use- Self-reported or toxicology-confirmed decreases in substance use over time.

Treatment Retention Rates- Percentage of clients who complete programs or remain engaged in treatment for a designated period.

Are you applying for a Transient Guest Tax Appropriation for an organization or event? No

Upload IRS Form 990 2023 990.pdf**Upload most recent audit or financial review** 2023 Audit Report- CrossWinds.pdf**Upload organization or event detailed budget** 2025 Operating Budget- CrossWinds Counseling and Wellness.xlsx**Upload letter demonstrating 501(c)3 status** 501(C)(3) IRS Determination Letter- CrossWinds Counseling & Wellness.pdf**Upload statement to indicate match** Matching Funds Statement.pdf**Upload board membership list** 2025 Governing Board.pdf**Upload organizational chart** Org Chart 1.2025.pdf



We affirm that the information in this application is true to the best of our knowledge.

We affirm that the organization(s) seeking City of Emporia support is open to all eligible citizens regardless of race, color, sex, disability, religious affiliation, or national origin.

We affirm that neither religious education, worship, and/or political organization shall be supported by program funds if granted.

We affirm that this organization is not on any federal terrorism "watch list," including the list in Executive Order 13224, the master list of specially designated nationals and blocked persons maintained by the Treasury Department, and the list of Foreign Terrorists Organizations maintained by the State Department.

We affirm that this organization does not, will not, and has not knowingly provided financial, technical, in-kind or other material support or resources to any individual or entity that is a terrorist or terrorist organization, or that supports or funds terrorism.

We affirm that this organization does not, will not and has not knowingly provided or collected funds or provided material support or resources with the intention that such funds or material support or resources be used to carry out acts of terrorism.

We affirm that this organization does not, will not, and has not knowingly provided financial or material support or resources to any entity that has knowingly concealed the source of funds used to carry out terrorism or support foreign terrorist organizations.

We affirm that this organization does not re-grant to organizations, individuals, programs, and/or projects outside the United States of America without compliance with IRS guidelines.

We affirm that this organization takes reasonable, affirmative steps to ensure that any funds or resources distributed or processed do not fund terrorism or terrorist organizations.

We affirm that the City of Emporia may confer and share information regarding this application with other funding agencies as it relates to the organization identified within this application.

We affirm that this organization takes reasonable steps to certify against any fraud with respect to the provision of financial, technical, in-kind, or other material support or resources to terrorists and terrorist organizations.

I/We acknowledge all information submitted is accurate. Use of these funds must not violate any state, local or Federal laws. Any illegal use of funds or misrepresentations may be subject to repayment and/or civil or criminal prosecution.

Executive Director Signature

Christine Torrens

From: Christine Torrens
Sent: Wednesday, March 26, 2025 7:37 AM
To: Jeanine McKenna; kelly; Tayler Wash; Jim Witt; 'Matthew Johnson'; Trey Cocking; Susan Brinkman
Cc: Sue Bryson; Jamie Sauder; Erren Harter
Subject: City of Emporia Scholarship - CrossWinds Counseling and Wellness
Attachments: City of Emporia Appropriations Request - 03252025 503 PM (CDT).pdf

Good morning.

We have received an appropriation request for your review. Attached, you will find the completed application. Additionally, documents uploaded during the application process are available via the links in the email below. Please let me know if you have any questions.

Mr. Blake also let me know that the application was missing a place to insert key information. The form has been updated to include a section to include this information.

On the appropriations request application, it asks for dates and the amount of any previously received funding from the City of Emporia. I was able to mark dates but could not type in the field to specify amounts. I've included those below:

CrossWinds-

FY 2023: \$15,000

FY 2024: \$20,000

FY 2025: \$20,000

Corner House-

FY 2023: \$75,000

FY 2024: \$85,000

FY 2025: \$85,000

Christine Torrens

Communications Manager

City of Emporia

104 East 5th Ave, Emporia, KS 66801|(office) 620-341-4304 |(fax) 620-343-4254

CONFIDENTIALITY NOTICE -- This e-mail transmission and any documents, files or previous e-mail messages attached to it may contain confidential or legally privileged information. If you are not the intended recipient you are hereby notified that you must not read this transmission and that the disclosure, copying, printing, distribution or use of any of the information contained in or attached to this transmission is STRICTLY PROHIBITED. If you have received this transmission in error, please notify the sender immediately by telephone or return e-mail and delete the original transmission and any attachments without reading or saving in any manner.

City of Emporia Appropriations Request

Submission Time: 03/25/2025 5:03 PM (CDT)

CROSSWINDS COUNSELING & WELLNESS
STATEMENT OF ACTIVITIES
Feb 2025 YEAR TO DATE COMPARISON

	2025 January	2025 February	YTD 2025
Revenues			
Net Patient Fees	\$ 1,283,020	\$ 1,210,487	2,493,506
Cornerhouse State and Local Income	26,585	\$ 15,049	41,633
County Mill Levy	69,342	69,342	138,683
State Funds	107,556	107,556	215,112
NFMH Services Grant	-	6,540	6,540
IPS Grant	14,557	15,222	29,780
Mobile Crisis Grant	20,129	23,586	43,715
Miscellaneous Grant	13,555	19,054	32,609
Liquor Tax Receipts	-	4,500	4,500
Supported Housing Funds	-	-	-
Residential Income	1,210	2,510	3,720
Miscellaneous	2,311	2,334	4,645
Community Services	6,452	4,954	11,406
Capital Campaign Income	-	-	-
Reviving Rural Campaign	9,775	(1,195)	8,579
Crosswinds Events	3,078	2,998	6,076
General Donations	80	-	80
Interest	1,927	1,233	3,160
Realized Gain(Loss) on Investment	-	-	-
Unrealized Gain(Loss) on Investment	25,037	668	25,705
Total Revenues	\$ 1,584,614	\$ 1,484,835	3,069,449
Expenses			
Salaries	\$ 1,379,479	\$ 968,895	2,348,374
Unemployment	(1,072)	1,070	(1)
Retirement Fringe	(13,363)	13,673	310
FICA	86,595	74,142	160,737
Wellness Fringe	87,403	136,129	223,532
Payroll Service Fee	15,529	13,902	29,431
Payroll Administration and HR Expense	4,117	2,566	6,683
Staff Training	1,546	6,982	8,528
Contract Labor	44,140	69,870	114,010
Fleet Fuel	20	4,708	4,728
Fleet Interest Expense	815	806	1,622
Fleet Lease Expense	344	252	596
Fleet Repairs, Registration and GE	1,997	12,379	14,376

Fleet Insurance	10,742	2,274	13,017
Travel (non fleet)	1,479	2,902	4,381
General Occupancy	49,582	56,242	105,824
Insurance-Property	16,885	3,208	20,092
Insurance-Other	14,348	12,178	26,526
Dues and Subscriptions	3,874	3,563	7,437
Assoc CCBHC Dues/Data Warehouse	4,500	4,500	9,000
Computer Services	87,271	94,605	181,876
Audit and Legal Fees	-	11,730	11,730
Recruitment	-	-	-
Scholarship Program	-	-	-
Advertising and PR-General	186	773	959
Marketing Supplies	48	97	145
Crosswind Event/Sponsorship	-	-	-
Meetings	-	8	8
Office Supplies and furniture	7,752	11,798	19,550
Miscellaneous	773	1,101	1,874
Interest Expense	10,330	9,584	19,914
Therapy Supplies	-	215	215
Program Support & Expenses	-	-	-
Residential Food and Program Exp	563	690	1,253
CBS	503	1,368	1,871
Outpatient Therapy	-	-	-
Social Committee	-	-	-
Diversity & Inclusion	-	-	-
Staff Wellness	127	310	436
Fitness Supplies and Repairs	-	-	-
CSS/Specialized Services	261	564	826
Crisis House	49	71	120
Med Clinic	-	56	56
SUD	-	460	460
Preschool	135	511	646
Emergency	10	1,311	1,321
Supported Housing Fund Expenses	910	4,745	5,655
Write Offs	25,134	30,560	55,694
Depreciation	63,538	63,744	127,281
Total Expenses	\$ 1,906,550	\$ 1,624,541	3,531,091
Net Income (Loss):	(321,936)	(139,707)	(461,642)

City of Emporia Appropriations and Sponsorship Request

03/31/2025 4:00 PM (CDT)



City of Emporia Appropriations and Sponsorship Request

Please fill out the information below to be considered for the **FY 2025 Appropriations or Sponsorship Grant**.

Responses should be detailed, and all questions must be completed. Failure to provide the requested information may result in a denial.

If you have questions about the form, please contact Christine Torrens at 620-341-4304 or ctorrens@emporiaks.gov.

Submitting a grant application does not guarantee funds will be awarded. All completed applications will be reviewed by the Emporia City Commission. The Commission, in its sole discretion, may approve or deny requests. Any allocation awarded is subject to the availability of funds and compliance with the conditions of the award.

By submitting an application, Applicant agrees and certifies that any funds granted by the City will not be used to buy, rent, and/or lease any furniture, fixtures, or equipment; make any building improvements; or pay any salaries, bonuses, and/or travel expenses.

Event Submission Deadline: Tuesday, April 1, 2025, by 5:00 p.m.

Name of parent company	Emporia Arts Council, Incorporated
Parent company physical location address	815 Commercial Street
Organization name	Emporia Arts Council
Complete mailing address	815 Commercial Street Emporia, KS 66801
Phone number	620-343-6473
Website address	emporiaksarts.org
Executive Director	Dawn Young
Executive Director email	dyoung@emporiaksarts.org
Board chair	Chelsea Evans
Board Chair email	chelsts@me.com
Prepared by name and title	Dawn Young, Executive Director

Please provide local contact information if different than above.

Supervision or financial administration

i.

Name

Dawn Young

Title

Executive Director

Responsibilities

Supervision, Financials

ii. **Name**

Roberta Swanson

Title

Treasurer

Responsibilities

Financials

Organization mission

The Emporia Arts Council is 49 years old and the Emporia Granada Theatre is 17 years old. It is EAC's mission to provide art, educational and cultural programming and performances of all ages in Lyon, Chase, Coffey, Greenwood, Morris, Osage and Wabaunsee counties. Our work serves to build stronger and more dynamic communities by encouraging experiences (performances, classes, workshops & activities) which spotlight and create creativity which in turn develops problem solving skills and entrepreneurial attitudes and thinking.

Organization Goals

Through Emporia Arts Center programming and services, east-central Kansas benefits economically, educationally and in the quality of life it offers its residents. EAC goals are revolved around fostering a vibrant arts community, promoting artistic excellence, and expanding access to the arts for all, while also supporting local and regional artists.

All activities are delivered in a manner to meet the EAC standards of inclusivity, equitable access, and care for the greater good of our community.

As a nonprofit, we use SMART goals framework. Each goal is specific, measurable, achievable, relevant, and time-bound. For long term goals we have a Strategic Planning Committee. Members include three board of directors and two community members. Our strategic plan is a document that is updated regularly. Bringing in new volunteers with fresh ideas from the community is also an important part of the success of the arts council. In addition, using analytic tools to delve into "what's working and what's not," such as SWOT analysis is instrumental to the success of EAC and the Emporia Granada Theatre.

Program organization/event name	Emporia Arts Council
--	----------------------

Funding requested from City	\$ 60,000
------------------------------------	-----------

Total operating or event budget	\$ 775,000
--	------------

What percentage of your total program budget does City funding request represent?	%7.8
--	------

Provide profit/loss statement.



Emporia+Arts+Council_Profit+and+Loss (8).pdf

Please, provide a detailed breakdown of how the requested funds will be allocated.

Funds will be utilized in the following:

- Digital Strategy & Execution: Active presence on Tik Tok, Instagram, Facebook etc..
- New ticketing platform: Vivenu (Web version allows us to track customer data, track where the customer engaged in content, monitor social media posts to gather information

- Email & SMS Marketing: EAC has invested in constant contact & EZ texting for communication with patrons
- Paid Social Advertising: Investment into Digital Bill Boards, Marquee, Radio, Magazine, Boost FB events,
- Raise awareness in Topeka, Wichita, Kansas City, Manhattan, Lawrence

Proposed Outcomes of Objectives:

- By targeting communities outside of Emporia it will help to assist in increasing the awareness of EAC, Emporia Granada and Emporia
- Active presence on social media more patrons are aware of EAC events, which will in turn raise attendance to performances
- More active presence leads to brand recognition, audience engagement and increased website traffic.

Strategy Ongoing:

- Digital Hits:
 - o Lamar Advertising: Digital Billboards in Emporia, Wichita, Topeka advertising performances in Emporia
 - ☐ Impressions in Emporia: 38,000
 - ☐ Impressions in Topeka: 138,000 (weekly)
- Radio:
 - o Radio Stations: KVOE, My Town Media, KMAJ
- Television: WIBW (30 sec commercials) Topeka, KS
- Magazines: Sallie Magazine (reach 16,000), KC Studio Magazine/Advertising gallery events and shows (reach 21,000)
- Newspaper/Websites: PSA's to local/regional newspaper, Paid advertisement for tiles on news outlets
- Other: Yard Signs, local businesses marquee, city marquee, window decals, posters, flyer in hotels
- Emporia & larger cities in Kansas: Topeka, Wichita, Kansas City, Manhattan (cautious of radius clause for performing artists)

Is this a one-time funding request?

No

If not, provide information on why you need ongoing funding.

The Arts Council turns 50 years next year and it understands the important role the Granada Theatre and Emporia Arts Center has played in Emporia. , EAC will present its annual performance series at the theatre, it is adding an entertainment series (i.e. popular comedians, bands, musicians, etc.) and will expand its footprint as a seminar, workshop and meeting venue for local and statewide businesses, nonprofits, and associations. New and expanded marketing efforts are underway.

The City Commission may find it valuable to know that in 2024 EAC drew visitors from 123 Kansas communities, 28 states and 14 countries. This experience and knowledge will be applied to its work with the Granada Theatre as well.

EAC formally seeks the city's funding to advance marketing efforts and drive ever more people to downtown Emporia in 2025-26. EAC is launching an initiative to complete a \$500,000 of facility improvement to the theatre. The Emporia Arts Center just finished a \$750,000 capital campaign on the Davis Theatre and added three new classrooms.

Number served by this program in previous year. 20,070

Projected number served by this program in the upcoming year. 30,000 +

Estimated number who will stay 500 (1-2 nights)

overnight.

Has your organization previously received funding from the City of Emporia? Yes

If so, list dates and amounts for past three years.

i. Dates and amounts of funding received by City of Emporia

May 2022: \$10,000

May 2023: \$10,000

May 2025: \$30,000 & EGT May 2025: \$30,000

Please note that the Emporia Arts Council took over operations of the Granada Theatre on November 7, 2024. The purchase agreement was finalized on December 31, 2024.

Will you require or request any other funding or in-kind services from the City or other taxing entities? No

Please show all in-kind matches your agency or organization receives.

Emporia Arts Center/Granada Theatre provides and promotes arts education events, opportunities, and resources to the residents of Emporia, KS. EAC partners with multiple organizations and schools to provide art programming and cultural events. As EAC's viability in our community grows, so does participation in art education. Increased awareness coupled with limited funding in our schools, spur additional growth in our arts education programming. The city's allocation would significantly enhance our ability to promote our programming to more children and adults in our area. Dedicated to deepening and enhancing the experiences of the arts of people of all ages we are actively involved.

How does this program provide a benefit to Emporia?

EAC & EGT continues to have an economic development impact on the community of Emporia. Both locations serve as a multi-use building providing programming which serves the educational, cultural and social needs of our community. The arts center and the Granada offer a unique destination for conferences, seminars, educations, meetings, wedding receptions, community theatre, concerts and parties.

The arts make communities vibrant, welcoming and desirable. Cultural places and events are magnetic, attracting not only artists, but also families, travelers and businesses. Creative placemaking, as the Emporia Arts Center and the Emporia Granada Theatre positively impacts local economies and quality of life. Art stimulates commercial traffic, all of which leverage neighborhood revitalization, attract diverse populations and strengthen communities. Capitalizing on these effects of creative placemaking requires strong public-sector support.

Does your organization service areas outside of the Emporia geographical area? Yes

If so, what are those areas? Chase, Coffey, Greenwood, Lyon, Morris, Osage & Wabaunsee

Are services to clients free of charge or fee-based? Fee-based

If fee-based, what is the fee? We provide FREE Outreach programs in our community and Fee-based classes, performances, rentals

What is the average cost to participate in your program? \$10-\$25

Will this funding request offset any municipal services?	No
--	----

Data to support need for increase funding

 By The Numbers 2024.pdf

 Emporia Arts Council-Granada Ticket Sales.pdf

Are you aware of any pending investigations, litigation, claims, or assessments against the organization?	No
---	----

Please list your community partners.

Emporia State University, St Patrick's Committee, KISS (Keep it a Safe Summer) WEACT-Community Theatre, Hispanics of Today & Tomorrow, Teddy Bear Clinic, Zoo Adventure Days, Emporia Christmas Parade, Emporia Chamber of Commerce, Cinco DeMayo Clebration, Lyon County History Museum, Emporia Library Kids Konzerts, Turning Point, UNBOUND, SOS Wellness, Emporia Main Street Events, Health Fair, Emporia Freedom Fest, Emporia Library, Disc Golf Worlds

Organization Sustainability

i. Please list other organizations (foundations, government agencies, service clubs, etc.) from which you have previously received funds or will be seeking to receive funds for your organization's program or event this year.

Name of funder

Emil Babinger Trust

Amount requested

\$40,000

Amount and date of most recent award

\$40,000 December 2024

What are the metrics that will determine success of the program/event?

Metrics are determine on the amount of programs, events, community outreach programs was done in 2024. (Please see attached BY THE NUMBERS document)

Are you applying for a Transient Guest Tax Appropriation for an organization or event?	No
--	----

Upload IRS Form 990

 EAC 990 Form FY23 - July 1, 2022 thru June 30, 2023.pdf

Upload most recent audit or financial review

 EAC 990 Form FY23 - July 1, 2022 thru June 30, 2023.pdf

Upload organization or event detailed budget

 Emporia Arts Council-FY26 Budget.pdf

Submission ID: b54a8f13-343b-4200-93fb-661f44a274c6

Page 134 of 255

Upload letter demonstrating 501(c)3 status



Emporia Arts Council- 501 (c) (3) Document.pdf

Upload statement to indicate match



No Matching Funds-FY25.pdf

Upload board membership list



EAC Board Roster FY25.pdf

Upload organizational chart



Emporia Arts Council-Organizational Chart.pdf

Upload anti-discrimination policy



Emporia Arts Council Anti-Discrimination Policy 2023.pdf

Upload organization by-laws



Emporia Arts Council- Bylaws as of 6-8-2022.pdf

We affirm that the information in this application is true to the best of our knowledge.

We affirm that the organization(s) seeking City of Emporia support is open to all eligible citizens regardless of race, color, sex, disability, religious affiliation, or national origin.

We affirm that neither religious education, worship, and/or political organization shall be supported by program funds if granted.

We affirm that this organization is not on any federal terrorism "watch list," including the list in Executive Order 13224, the master list of specially designated nationals and blocked persons maintained by the Treasury Department, and the list of Foreign Terrorists Organizations maintained by the State Department.

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I/We acknowledge all information submitted is accurate. Use of these funds must not violate any state, local or Federal laws. Any illegal use of funds or misrepresentations may be subject to repayment and/or civil or criminal prosecution.

Executive Director Signature

Gawn Yang

Emporia Arts Council
Profit and Loss
January - December 2024

	<u>Total</u>
Income	
4000 Membership	32,801.12
4010 Membership-Next Fiscal Year	35,085.55
4050 Business Partnership	31,600.00
4060 Business Partnership-Next FY	3,750.00
4100 Contributions-Cash	64,193.83
4112 Granada Theatre	52,178.32
4200 Grant	64,550.00
4210 Ticket Sales	7,719.98
4300 Fund raising	1,807.16
4400 Org/Civic/Foundation	104,000.00
4450 Endowment Income	20,487.92
4500 Sales	15,146.71
4800 Art Class Enrollment	12,931.91
4846 Non-Profit Revenue	50,000.00
4900 Space Rental	4,940.31
4975 Special Exhibit Income	3,670.70
4990 Miscellaneous Income	1,378.37
4992 Credit Card Convenience Fee	796.05
8154100 815 Community Contributions	15,100.00
Services	26,433.11
Unapplied Cash Payment Income	442.09
Uncategorized Income	18,000.00
Total Income	\$ 567,013.13
Cost of Goods Sold	
50000 *Cost of Goods Sold	30,875.83
5500 Cost of Goods Sold	15,004.52
Total Cost of Goods Sold	\$ 45,880.35
Gross Profit	\$ 521,132.78
Expenses	
5000 Wages	221,498.83
5060 Office Supplies	5,271.89
5062 Telephone	2,914.66
5064 Postage & Box Fee	11,566.34
5065 Occupancy	24,188.18
5070 Printing	9,737.10
5080 Development/Education	3,610.64
5100 Subscriptions and Dues	3,155.79
5110 Insurance	12,362.25

5130 Loan Interest Paid	8,515.87
5131 Principle Payments	5,895.06
5145 Bank Fees	867.59
5155 Annual Report Fee	154.13
5160 Website Expense	3,200.00
5200 Office Equipment	2,341.42
5201 Tech Server Support	15,371.20
5202 Printer-Savin	6,720.26
5992 Credit Card Processing Fee	905.17
6000 Performance/Artist Fees	73,159.21
6005 Marketing	16,930.12
6010 Miscellaneous	151.76
6035 Reception	758.66
6045 Lodging Artist (Hotels)	8,889.82
6060 Granda Theatre Expense	50,874.20
6070 Hetlinger Art Class Supplies	509.95
6075 Special Exhibit Expense	600.00
6076 Special Event	238.68
6100 Art Supplies	8,056.60
6150 Art Mobile	1,294.07
6200 E.D. Cell Phone	1,046.12
6560 Payroll Expenses	14,906.46
	0.00
Unapplied Cash Bill Payment Expense	0.00
Total Expenses	\$ 515,692.03
Net Operating Income	\$ 5,440.75
Other Income	
8154200 815 Campaign Grants	65,000.00
Total Other Income	\$ 65,000.00
Other Expenses	
8154500 Capital Campaign Expenditure	639,731.83
8155250 815 Community Performance Equip	7,654.49
Total Other Expenses	\$ 647,386.32
Net Other Income	-\$ 582,386.32
Net Income	-\$ 576,945.57

Wednesday, Mar 26, 2025 11:23:08 AM GMT-7 - Cash Basis

City of Emporia Appropriations and Sponsorship Request

03/31/2025 5:20 PM (CDT)



City of Emporia Appropriations and Sponsorship Request

Please fill out the information below to be considered for the **FY 2025 Appropriations or Sponsorship Grant**.

Responses should be detailed, and all questions must be completed. Failure to provide the requested information may result in a denial.

If you have questions about the form, please contact Christine Torrens at 620-341-4304 or ctorrens@emporiaaks.gov.

Submitting a grant application does not guarantee funds will be awarded. All completed applications will be reviewed by the Emporia City Commission. The Commission, in its sole discretion, may approve or deny requests. Any allocation awarded is subject to the availability of funds and compliance with the conditions of the award.

By submitting an application, Applicant agrees and certifies that any funds granted by the City will not be used to buy, rent, and/or lease any furniture, fixtures, or equipment; make any building improvements; or pay any salaries, bonuses, and/or travel expenses.

Event Submission Deadline: Tuesday, April 1, 2025, by 5:00 p.m.

Name of parent company	Emporia State University
Parent company physical location address	1 Kellogg Circle Emporia, KS 66801
Organization name	Emporia State University- Alcohol and Drug Abuse Prevention (ADAP) Program
Complete mailing address	1 Kellogg Circle 250 SE Morse Halls Emporia, KS 66801
Phone number	620-341-5222
Website address	https://www.emporia.edu/student-life/health-wellness/counseling-services/alcohol-drug-abuse-prevention-program/adap-services/
Executive Director	Lindsay M. Bays MS, LCPC, LCAC
Executive Director email	lbays@emporia.edu
Board chair	n/a I can't complete form without inserting an email so I used mine
Board Chair email	lbays@emporia.edu
Prepared by name and title	Lindsay M. Bays Interim Dean of Students

Please provide local contact information if different than above.

Local contact name and title	Anja Ford LMLP Director of Student Wellness Center
Mailing address	250 SE Morse Hall
Phone number	620-341-5222

Email address	aford9@emporia.edu
Supervision or financial administration	
i. Name Lindsay Bays	
Title Interim Dean of Students	
Responsibilities Administration Oversight and Budget	
Organization mission	The ADAP Program Mission is to empower Emporia State University students with the education to make informed, safe choices, around alcohol use. Alcohol and Drug Abuse Prevention (ADAP) Program Objective:
Organization Goals	The ADAP program is designed to provide risk-reduction preventative education to Emporia State University Students. All outreach efforts discuss prevention of substance abuse and support healthy lifestyles within our campus community. We strive to provide support to students in a campus wide universal prevention format as well as supporting students' individual needs through personalized risk reduction strategies.
Program organization/event name	Emporia State University-Alcohol and Drug Abuse Prevention (ADAP) Program
Funding requested from City	\$7,200.00
Total operating or event budget	\$ 7,200.00 with varying carry forward funding at the beginning of the fiscal year.
What percentage of your total program budget does City funding request represent?	100%
Please, provide a detailed breakdown of how the requested funds will be allocated.	Funding provided by the City of Emporia assists the program's efforts to reduce alcohol abuse within the campus community. This program is funded 100% by the City of Emporia, funding is essential to continue providing evidence based, effective, preventive education regarding alcohol and other drugs to ESU students. The full-time professional staffing positions carrying the credentials of Licensed Clinical Addiction Counselor, is entirely funded by Emporia State University.
Is this a one-time funding request?	No
If not, provide information on why you need ongoing funding.	Without the funding from the City of Emporia, the level of support that has been provided to Emporia State University students for substance abuse prevention education would be impacted. The funding our program receives the City provides a valuable opportunity for student development by funding a student employee for the ADAP program in addition to providing partial support for the required universal prevention education we provide to every Emporia State University Student in the areas of sexual assault prevention, substance abuse prevention, and campus hazing prevention. The substance abuse prevention work we do is unique and different from substance abuse treatment in that we work through a risk reduction prevention approach and specialize our focus on the college student.

The ADAP Program continues to be grateful to the City of Emporia for supporting the work that we do with our campus community since 1994. The services that are provided through this program support training of student leaders, Residential Assistants, students engaged in Fraternity and Sorority life, and other registered student organizations, with valuable risk-reduction education that helps create a culture of caring and safety on our campus. Regarding Applicant Information question #3, there is no charge for ADAP program services. There is a \$150.00 fee for Substance Abuse Evaluations with Alcohol and Drug Information School session. That fee is only assessed as a service fee per unique student request.

Number served by this program in previous year. 4,658

Projected number served by this program in the upcoming year. 4,557

Estimated number who will stay overnight. n/a

Has your organization previously received funding from the City of Emporia? Yes

If so, list dates and amounts for past three years.

i. Dates and amounts of funding received by City of Emporia

Yes, the ADAP Program has received funding from the City of Emporia annually since 1994. The ADAP Program had been supported annually by the City of Emporia at the amount of \$5,400.00 from 1994-2019. The program was granted an increase in funding, to a total of \$9,000.00 in 2019. In 2020, due to the unforeseen circumstances of the COVID-19 pandemic, the City of Emporia requested a resubmission of requests with a reduction of 25%. After adjustments, The ADAP program requested and was granted funding in the amount of \$6750.00 in the year 2020. For the fiscal year 2023, the ADAP Program received an increase to \$7,200.00 which has been able to fund the program efficiently. We have not requested an increase since 2023.

Will you require or request any other funding or in-kind services from the City or other taxing entities? No

Please show all in-kind matches your agency or organization receives. n/a

How does this program provide a benefit to Emporia? The Alcohol and Drug Abuse Prevention Program (ADAP) serves Emporia State University students by providing prevention education regarding alcohol abuse awareness as well as direct individual substance abuse counseling services. This program assists in educating students about risk reduction strategies to prevent alcohol overdoses and teach other alcohol safety skills to prevent substance abuse. The Assistant Director of Counseling Services oversees and advises the ADAP Program Student Employee. Together they provide prevention education through classroom presentations, Emporia and Campus community engagement efforts, facilitating and engaging peer educators and other collaborations with registered student organizations.

Does your organization service areas outside of the Emporia No

geographical area?

Are services to clients free of charge or fee-based?

Free of charge

Will this funding request offset any municipal services?

Yes

If so, how will funding offset municipal services?

The ADAP program believes that the generous funding from the City of Emporia does offset municipal services. All Emporia State University students are required to participate in an evidence based universal alcohol abuse and sexual assault prevention program prior to starting classes. Participation in these programs and ADAP's outreach efforts, could impact offsetting different municipal services. An example would be educating students universally to decrease instance of alcohol facilitated sexual assaults, risky alcohol abuse behaviors; could decrease DUI's and Minor in Possession/Consumption charges, which impacts resources in many areas including law enforcement, courts, etc.

Operating budget surplus



FY 25 Budget COE Allocations.docx

Are you aware of any pending investigations, litigation, claims, or assessments against the organization?

No

Please list your community partners.

Joshua Tree Wellness
Crosswinds Counseling and Wellness
Therapy Services
5th Judicial Court Services
Substance Abuse Treatment Center of Kansas- Heartland RADAC
City of Emporia
Lyon County Attorney Office

Organization Sustainability

- i. Please list other organizations (foundations, government agencies, service clubs, etc.) from which you have previously received funds or will be seeking to receive funds for your organization's program or event this year.

Name of funder

N/A

Are you applying for a Transient Guest Tax Appropriation for an organization or event?

No

Upload IRS Form 990



ADAP Program Information for COE.pdf

Upload organization or event detailed budget



FY 25 Budget COE Allocations.docx

Upload board membership list



ADAP Program Information for COE.pdf



We affirm that the information in this application is true to the best of our knowledge.

We affirm that the organization(s) seeking City of Emporia support is open to all eligible citizens regardless of race, color, sex, disability, religious affiliation, or national origin.

We affirm that neither religious education, worship, and/or political organization shall be supported by program funds if granted.

We affirm that this organization is not on any federal terrorism "watch list," including the list in Executive Order 13224, the master list of specially designated nationals and blocked persons maintained by the Treasury Department, and the list of Foreign Terrorists Organizations maintained by the State Department.

We affirm that this organization does not, will not, and has not knowingly provided financial, technical, in-kind or other material support or resources to any individual or entity that is a terrorist or terrorist organization, or that supports or funds terrorism.

We affirm that this organization does not, will not and has not knowingly provided or collected funds or provided material support or resources with the intention that such funds or material support or resources be used to carry out acts of terrorism.

We affirm that this organization does not, will not, and has not knowingly provided financial or material support or resources to any entity that has knowingly concealed the source of funds used to carry out terrorism or support foreign terrorist organizations.

We affirm that this organization does not re-grant to organizations, individuals, programs, and/or projects outside the United States of America without compliance with IRS guidelines.

We affirm that this organization takes reasonable, affirmative steps to ensure that any funds or resources distributed or processed do not fund terrorism or terrorist organizations.

We affirm that the City of Emporia may confer and share information regarding this application with other funding agencies as it relates to the organization identified within this application.

We affirm that this organization takes reasonable steps to certify against any fraud with respect to the provision of financial, technical, in-kind, or other material support or resources to terrorists and terrorist organizations.

I/We acknowledge all information submitted is accurate. Use of these funds must not violate any state, local or Federal laws. Any illegal use of funds or misrepresentations may be subject to repayment and/or civil or criminal prosecution.

Executive Director Signature

TOTAL REVENUE & EXPENSES FOR REQUESTING PROGRAM AGENCY		2025 Actual Fiscal Year:	2026 Budgeted Fiscal Year:
All financial information rounded to the nearest dollar			
Public Support & Revenue-All Sources			
1. Allocations	\$7,200 (received in February 2025)	\$7,200.00 (requested for FY 26)	
2. Contributions			
3. Special Events			
4. Legacies & Bequests(Unrestricted)			
5. Contributed by Associated Organization			
6. Allocated by Other			
7. Fees & Grants from City of Emporia (General Fund)			
8. Fees & Grants from City of Emporia (Alcohol Funds)			
9. Fees & Grants from City of Emporia (Community Development)			
10. Fees & Grants from Lyon County			
11. Fees & Grants from Foundations			
12. Fees & Grants from Other Governmental Agencies			
13. Membership dues			
14. Program Services Fees & Net Incidental Revenue			
15. Sales of Materials			
16. Investment Income			
17. Miscellaneous Revenue (Carryforward balance)	\$6,630 Carry forward July 2024	\$3,078 anticipated carry forward for July 2025	
18. TOTAL SUPPORT & REVENUE	\$13,830	\$10,278	
EXPENSES			
19. Salaries	\$3,000 Salary	\$3,000 Salary	
20. Employee benefits including insurance	\$29 Student Fringe	\$29 Student Fringe	
21. Payroll Taxes, etc.			
22. Professional Fees			
23. Supplies			
24. Telephone	\$246.00-phone and long-distance charges	D/C phone services sue to move to Teams calling	
25. Postage & Shipping			
26. Occupancy			
27. Rental & Maintenance of Equipment			
28. Printing & Publication	\$100.00	\$100.00	
29. Travel			
30. Conferences Conventions & Meetings			
31. Specific Assistance to Individuals	\$3,652 Binge Thinking Universal Prevention Software \$2,600 ISP American Foundation for Suicide Prevention Screening (Substance Abuse screening) \$1,000 New Student Orientation Speaker Sexual Assault	\$3,652 Binge Thinking Universal Prevention Software \$2,000 Stop Campus Hazing Universal Prevention Software \$1,000 New Student Orientation Sexual Assault Prevention/Safe Drinking strategies	

Organizational Overview Explanation

If your operating budget for your last completed fiscal year shows a surplus, please show to whom any surplus amounts were dispensed or disposed of in the last completed fiscal year or show the surplus amount as a carryover balance toward the current year's budget.

Our anticipated surplus/carryforward for FY 26 will be \$ 3, 078. This surplus will carry forward into our next budget year of FY26. The anticipated surplus will fund the ADAP Program Student Worker and program expenses through May 2025.

For the ADAP program to continue to function in the capacity it has been in the past, the program continues to request \$7,200.00 from the City of Emporia. The amount requested funds the program expenses and student employee in its entirety for an entire academic year with the increase in salary from \$7.55 to \$10.00. In addition, it allows us to continue to provide professional high impact learning opportunities to our campus community. Please note that our program budget operates during the fiscal year and the City of Emporia fund request will be submitted prior to the end of the fiscal year and expenses can vary through June 30th, 2025.

ADAP (Alcohol & Drug Abuse Prevention)

City of Emporia Appropriation Materials:

Most Recent Audit or Financial Review

The ADAP program's budget is reviewed each year. There is not an official audit conducted.

2020 Organization Budget

This is included within the application. There is no board for ADAP.

IRS Form 990

ADAP does not use this form.

Articles of Incorporation

ADAP does not have an Article of Incorporation.

Statement indicating if funding will be used to match Federal, State, or other Government Funding

ADAP's funding does not match government funding.

Board List

ADAP does not have a board.

Organizational Chart

University President ▶ Vice President of Student Affairs ▶ Dean of Student ▶ Director of Counseling Services ▶ Coordinator of ADAP ▶ Student Assistants/Peer Educators

Anti-Discrimination Policy

See enclosed

Organization By-Laws

ADAP does not have By-Laws.

Policy Against Harassment and Discrimination

Emporia State University seeks to create an atmosphere that recognizes and protects an environment of tolerance for all members of the university community. The following provides general information about university policies and procedures applicable to issues of Discrimination and Harassment. Specific details may be obtained in the University Policy Manual online at:

<http://www.emporia.edu/acadaff/pdf/EmployeePolicyManual.pdf>

Federal law and university policy protect a number of groups from unlawful discrimination. The University makes all decisions with reference to employment status and student status without regard to age, race, color, religion, gender, marital status, national origin, disability status, veteran status, sexual orientation, or any other factors which cannot lawfully be considered, to the extent specified by applicable federal and state laws.

Moreover, the university regards inappropriate behavior, unfair treatment, or harassment of any individual to be inconsistent with its goal to provide an environment in which students, faculty, unclassified professionals, classified employees, and other members of the university community can develop intellectually, professionally, personally, and socially. Harassment and discrimination policies and procedures extend to all university personnel operating in a university-sanctioned capacity, both on and off campus.

No member of the university community shall engage in illegal discrimination or harassment.

Discrimination Provisions

The Age Discrimination in Employment Act of 1967 prohibits discrimination against individuals who are at least 40 years of age. Discrimination is prohibited in all terms and conditions of employment including: hiring, firing, compensation, job assignments, shift assignments, discipline, and promotions.

Age is also addressed in the Age Discrimination Act of 1975. Under this act no person shall, on the basis of age, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving Federal financial assistance.

Employment discrimination based on race, color, religion, sex, or national origin is prohibited under Title VII of the Civil Rights Act of 1964. It is unlawful for an

employer to fail or refuse to hire or to discharge any individual or otherwise to discriminate against any individual with respect to his/her compensation, terms, conditions, or privileges of employment.

Under Title VI of the Civil Rights Act of 1964 no person on the basis of race, color, or national origin be excluded from participation in, denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Equal Pay Act of 1963 prohibits discrimination on the basis of sex in the payment of wages or benefits, where men and women perform work of similar skill, effort, and responsibility for the same employer under similar working conditions.

The Pregnancy Discrimination Act of 1978 is an amendment to Title VII of the Civil Rights Act of 1964. Therefore, discrimination on the basis of pregnancy, childbirth or related medical conditions constitutes unlawful sex discrimination under Title VII. Women affected by pregnancy or related conditions must be treated the same as other applicants or employees with similar abilities or limitations.

Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex. Individuals cannot, on the basis of sex, be excluded from participation in, denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The Americans with Disabilities Act of 1990 prohibits an employer from discriminating against a qualified applicant or employee because of his/her disability. To be protected individuals need to be qualified and able to perform the job with or without reasonable accommodations from the employer.

Discrimination based on disability in any program or activity receiving Federal financial assistance is prohibited under Sections 503 and 504 of the Rehabilitation Act of 1973.

The Vietnam Era Veterans' Readjustment Assistance Act of 1974 prohibits discrimination based on veteran status in federally assisted programs and it requires affirmative action to employ and advance in employment of veterans. Veterans protected by this act are Vietnam era veterans, special disabled veterans, and veterans who served on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized.

Sexual Harassment

Sexual harassment is a form of sex discrimination that is illegal under Title VII of the Civil Rights Act of 1964 for employees, under Title IX of the Education Amendments of 1972 for students, and under Kansas Law. For the purposes of university policy sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

1. submission to such conduct is made, explicitly or implicitly, a term or condition of employment;
2. submission to or rejection of such conduct by an individual is used as a basis for employment decisions which affect that individual;
3. such conduct has the purpose or effect of unreasonably interfering with the individual's work performance or creating an intimidating, hostile, or offensive work environment; or
4. such conduct is not legitimately related to the subject matter of a course.

Sexual harassment encompasses sexual attention that is unwanted. Examples of verbal or physical conduct that is prohibited include, but are not limited to:

- direct or implied threats that submission to sexual advances will be a condition of employment, work status, promotion, grades, or letters of recommendation;
- direct propositions of a sexual nature;
- a pattern of conduct causing discomfort, intimidation and/or humiliation that includes one or more of the following: comments or gestures of a sexual nature; sexually explicit statements, questions, jokes, or anecdotes; unnecessary touching, patting, hugging, or brushing against a person's body; remarks of a sexual nature about a person's clothing or body; or remarks about sexual activity or speculations about previous sexual experience.

Racial and/or Ethnic Harassment

Racial and/or ethnic harassment is a form of discrimination that is illegal under Title VII of the Civil Rights Act of 1964. For the purpose of university policy, racial and/or ethnic harassment is defined as ethnic slurs and other verbal or physical conduct relating to race, ethnicity, or racial affiliation that:

1. has the purpose or effect of creating an intimidating, hostile, or offensive work or academic environment;

2. has the purpose or effect of unreasonably interfering with an individual's work performance, academic performance, living environment, if residing in University housing, or participation in any university-sponsored activity;
3. otherwise adversely affects an individual's academic or employment opportunities; or
4. is not legitimately related to the subject matter of a course.

Other Harassment

No member of the university community shall engage in harassment on the basis of age, color, religion, marital status, national origin, disability status, veteran status, sexual orientation, or on any other factor that violates state or federal discrimination law. For the purposes of university policy, such aforementioned harassment is defined as unwelcome verbal and/or physical conduct which:

1. has the purpose or effect of creating an intimidating, hostile, or offensive work or academic environment;
2. has the purpose or effect of unreasonably interfering with an individual's work performance, academic performance, living environment, if residing in University housing, or participation in any university-sponsored activity;
3. otherwise adversely affects an individual's academic or employment opportunities; or
4. is not legitimately related to the subject matter of a course.

What to do about Harassment and Discrimination Allegations

If you know someone who is being harassed or discriminated against, you may provide important support. Encourage the individual to report the issues to the Affirmative Action Officer, or report the conduct yourself.

Any ESU student or employee may initiate a complaint of harassment or discrimination that occurs on university premises or a university or university-sponsored activity. Visitors participating in such activities or utilizing university facilities may also make such complaint. Individuals who experience such conduct should carefully document all incidents. Complainants must file the complaint within one year of the alleged behavior.

Supervisors and administrators are obligated to report complaints of discrimination and/or harassment to the Affirmative Action Officer.

In some instances the supervisor or administrator may have handled the complaint through the informal process; however the obligation to inform the Affirmative Action Officer still exists.

Emporia State University has an informal and formal means to resolve complaints of harassment and/or discrimination. Informal complaints may be reported either in writing or orally whereby a resolution is agreed upon by both parties through informal means. Formal complaints must be reported in writing and result in a formal investigation. All complaints of harassment or discrimination should be reported to the Affirmative Action Officer. The university takes all complaints seriously.

Specific procedures can be found online in section 3D.0106.05 of the ESU Policy Manual.

Retaliation is Prohibited

It is a violation of Emporia State University's anti-harassment and non-discrimination policies to retaliate against any individual involved in the complaint process. Disciplinary action will be imposed against persons who engage in retaliatory behavior.

Sanctions

When an individual is found to be in violation of ESU Non-Discrimination and Harassment policies, sanctions, up to and including termination may apply.

Inquiries

Inquiries regarding Discrimination and Harassment should be made to the University Affirmative Action Officer, Office of Human Resources, 1200 Commercial Street, Campus Box 4044, Emporia, KS 66801, 620-341-5379.

State and Federal Reporting

Employees may file complaints with the Equal Employment Opportunity Commission or the Kansas Human Rights Commission. Students may file complaints through the Office of Civil Rights in the U.S. Department of Education or the Kansas Human Rights Commission.

Other Resources

For assistance regarding discrimination and harassment, you may also contact the Office of the Assistant Vice President of Student Life, 205 Plumb Hall, 620-341-5267.

The Harassment and Discrimination Policies and Procedures were approved by the President in April 2004. Revisions were approved in June 2009.



**EMPORIA STATE
UNIVERSITY™**

**PROHIBITS
DISCRIMINATION
AND
HARASSMENT**

**This publication is available in alternate formats upon request.
Contact the Affirmative Action Officer
1200 Commercial
Emporia, KS 66801**

Rev. 07/09

What are the metrics that will determine success of the program/event?"

- Measuring success for the Student Employee in the Alcohol and Drug Abuse Program will be determined through student employee evaluation in December and May. The successful candidate will expect to organize two events centered on alcohol and drug abuse prevention in the Fall and Spring semester. These events will have learning outcomes and will be connected to the co-curricular learning experience of students.
- 90% of the new student cohort will complete the required training, Catharsis, for universal prevention education. These programs are to be completed prior to starting classes and cover sexual assault prevention, alcohol and drug abuse prevention, and campus hazing prevention.
- Reduce annual alcohol related conduct offences in the Residence Halls by 20%. Last academic year, 38 offences were reported.

City of Emporia Appropriations and Sponsorship Request

03/28/2025 8:57 PM (CDT)



City of Emporia Appropriations and Sponsorship Request

Please fill out the information below to be considered for the **FY 2025 Appropriations or Sponsorship Grant**.

Responses should be detailed, and all questions must be completed. Failure to provide the requested information may result in a denial.

If you have questions about the form, please contact Christine Torrens at 620-341-4304 or ctorrens@emporiaks.gov.

Submitting a grant application does not guarantee funds will be awarded. All completed applications will be reviewed by the Emporia City Commission. The Commission, in its sole discretion, may approve or deny requests. Any allocation awarded is subject to the availability of funds and compliance with the conditions of the award.

By submitting an application, Applicant agrees and certifies that any funds granted by the City will not be used to buy, rent, and/or lease any furniture, fixtures, or equipment; make any building improvements; or pay any salaries, bonuses, and/or travel expenses.

Event Submission Deadline: Tuesday, April 1, 2025, by 5:00 p.m.

Name of parent company	N/A
Parent company physical location address	N/A
Organization name	Emporia Municipal Band
Complete mailing address	PO Box 495; Emporia, KS. 66801
Phone number	620-341-0389
Website address	www.emporiamunicipalband.org
Executive Director	Nancy Riecker
Executive Director email	riceflute@gmail.com
Board chair	Timothy East
Board Chair email	timothyeast@hotmail.com
Prepared by name and title	Melissa Aufleger-Ross, Treasurer

Please provide local contact information if different than above.

Supervision or financial administration

- i. Name
- Timothy East
- Title

Chair/Board President

Responsibilities

Supervision

ii. **Name**

Melissa Aufleger-Ross

Title

Treasurer

Responsibilities

Financial

iii. **Name**

Nancy Riecker

Title

Conductor

Responsibilities

Conductor

Organization mission

To provide and furnish a band for public concerts, dedications and memorial services as per the annual contract with the City of Emporia and to represent Emporia in occasional performances elsewhere.

Organization Goals

To develop and enhance a feeling of community pride, awareness and involvement. To contribute to the cultural atmosphere in the community and associated areas - to react with other similar organizations in this regard.

Program organization/event name Emporia Municipal Band

Funding requested from City 15,000

Total operating or event budget 31,600

What percentage of your total program budget does City funding request represent? 90

Please, provide a detailed breakdown of how the requested funds will be allocated. ACB Membership (copyright); Supplies, Music, Instrument repairs, rentals, replacement of equipment

Is this a one-time funding request? No

If not, provide information on why you need ongoing funding. To keep the community band operating with repairs to instruments, replacement of music, annual fees for copyright performances

Number served by this program in previous year. 150-250

Projected number served by this program in the upcoming year.	150-250
Estimated number who will stay overnight.	N/A
Has your organization previously received funding from the City of Emporia?	Yes
If so, list dates and amounts for past three years.	
i. Dates and amounts of funding received by City of Emporia 2025 - \$15,000; 2024 - \$15,000; 2023 - \$15,000	
Will you require or request any other funding or in-kind services from the City or other taxing entities?	Yes
If so, please list budgeted amounts and estimation of hours and needs.	Park Dept (staff and truck) - Transportation of chairs, stands, equipment for Thursday night summer concerts 6:30p-930p
How does this program provide a benefit to Emporia?	While our concerts are centered at Fremont Park in Emporia, KS, we have audience members and musicians come from all over eastern Kansas to participate. We are the longest running community band in the greater Emporia area. We have provided concerts since before WWII. The EMB proudly helps build pride in our community and honors our veterans. We offer free, family friendly musical entertainment in the form of (8) summer concerts (starting with Memorial Day services), a Veteran's Day concert and a Christmas concert. This also gives local musicians an opportunity to continue to perform outside of school based musical organizations.
Does your organization service areas outside of the Emporia geographical area?	No
Are services to clients free of charge or fee-based?	Free of charge
Will this funding request offset any municipal services?	No
Are you aware of any pending investigations, litigation, claims, or assessments against the organization?	No
Please list your community partners.	Friends of the City Band; KVOE; Emporia Community Foundation; Stan Fowler and Printing Plus; ESU Music Dept; Boy Scout Troop #158; Gene's Quick Lube; Helen Ericson Memorial; Larry Alerman Memorial; Jane Reeble; Charles and Merry Rayl; Preston Family Trust; K & E Perkins; Ernie Williamson Music

Organization Sustainability

Please list other organizations (foundations, government agencies, service clubs, etc.) from which you have previously received funds or will be seeking to receive funds for your organization's program or event this year.

i.

Name of funder

Emporia Community Foundation

Amount and date of most recent award

\$3,142.13 - 2/26/2025

What are the metrics that will determine success of the program/event?

Endowment amount for 2025

Please list other organizations (foundations, government agencies, service clubs, etc.) from which you have previously received funds or will be seeking to receive funds for your organization's program or event this year.

ii.

Name of funder

Emporia Community Foundation - Match Day 2024

Amount and date of most recent award

\$10,063.46

What are the metrics that will determine success of the program/event?

Match Day 2024

Are you applying for a Transient Guest Tax Appropriation for an organization or event?

No

Upload organization or event detailed budget



Emporia Municipal Band 2025 Budget.docx

Upload board membership list



Current 2025 EMB Officers.docx

Upload organizational chart



Chart.docx

Upload anti-discrimination policy



EMB - Anti-Discrimination policy.docx

Upload organization by-laws



2024 - EMB BYLAWS 2020 copy.pdf

We affirm that the information in this application is true to the best of our knowledge.

We affirm that the organization(s) seeking City of Emporia support is open to all eligible citizens regardless of race, color, sex, disability, religious affiliation, or national origin.

We affirm that neither religious education, worship, and/or political organization shall be supported by program funds if granted.

We affirm that this organization is not on any federal terrorism "watch list," including the list in Executive Order 13224, the master list of specially designated nationals and blocked persons maintained by the Treasury Department, and the

list of Foreign Terrorists Organizations maintained by the State Department.

We affirm that this organization does not, will not, and has not knowingly provided financial, technical, in-kind or other material support or resources to any individual or entity that is a terrorist or terrorist organization, or that supports or funds terrorism.

We affirm that this organization does not, will not and has not knowingly provided or collected funds or provided material support or resources with the intention that such funds or material support or resources be used to carry out acts of terrorism.

We affirm that this organization does not, will not, and has not knowingly provided financial or material support or resources to any entity that has knowingly concealed the source of funds used to carry out terrorism or support foreign terrorist organizations.

We affirm that this organization does not re-grant to organizations, individuals, programs, and/or projects outside the United States of America without compliance with IRS guidelines.

We affirm that this organization takes reasonable, affirmative steps to ensure that any funds or resources distributed or processed do not fund terrorism or terrorist organizations.

We affirm that the City of Emporia may confer and share information regarding this application with other funding agencies as it relates to the organization identified within this application.

We affirm that this organization takes reasonable steps to certify against any fraud with respect to the provision of financial, technical, in-kind, or other material support or resources to terrorists and terrorist organizations.

I/We acknowledge all information submitted is accurate. Use of these funds must not violate any state, local or Federal laws. Any illegal use of funds or misrepresentations may be subject to repayment and/or civil or criminal prosecution.

Emporia Municipal Band 2025 Budget

INCOME:

City of Emporia	\$15,000.00
Match Day 2025 (FALL)	\$5,000.00
Emporia Community Foundation	\$3,500.00
Preston Family Gift Fund	\$1,000.00
K & E Perkins Fund	\$2,100.00
TOTAL INCOME	\$26,700.00

EXPENSES:

7 summer performances (average 1300.00)	\$19,200.00
Veteran's Day Concert	\$4,900.00
\$2900 musicians	
\$1750 Granada Theater	
\$250 other expenses (programs, truck, etc)	
Christmas Concert	\$4,900.00
\$2900 musicians	
\$1750 Granada Theater	
\$250 other expenses (programs, truck, etc)	
Program Copies (yearly)	\$300.00
Association of Concert Bands Membership (copyright)	\$300.00
Equipment Maintenance:	\$250.00
Advertising and promotion	\$200.00
Miscellaneous	\$150.00
Stand replacement/ music stand lights	\$900.00
Music purchase replacement:	\$500.00
TOTAL:	\$26,700.00

City of Emporia Appropriations Request

02/26/2025 8:59 PM (CST)

City of Emporia Appropriations Request

Please fill out the information below to be considered for the **FY 2025 Special Appropriations Grant**.

Responses should be detailed, and all questions must be completed. Failure to provide the requested information may result in a denial.

If you have questions about the form, please contact Christine Torrens at 620-341-4304 or ctorrens@emporiaks.gov.

Submitting a grant application does not guarantee funds will be awarded. All completed applications will be reviewed by the Emporia City Commission. The Commission, in its sole discretion, may approve or deny requests. Any allocation awarded is subject to the availability of funds and compliance with the conditions of the award.

By submitting an application, Applicant agrees and certifies that any funds granted by the City will not be used to buy, rent, and/or lease any furniture, fixtures, or equipment; make any building improvements; or pay any salaries, bonuses, and/or travel expenses.

Event Submission Deadline: Tuesday, April 1, 2025, by 5:00 p.m.

Name of parent company	Discover Gravel LLC
Parent company physical location address	30 Bodock Road
Organization name	Discover Gravel LLC
Complete mailing address	discovergravel@gmail.com
Phone number	6204816813
Website address	30 Bodock Road
Executive Director	Bobby Thompson
Executive Director email	discovergravel@gmail.com
Board chair	Bobby Thompson
Board Chair email	discovergravel@gmail.com
Prepared by name and title	Bobby Thompson - Owner

Please provide local contact information if different than above.

Local contact name and title	Bobby Thompson - Owner
Mailing address	30 Bodock Road
Phone number	6204816813
Email address	discovergravel@gmail.com

Organization mission	Sharing love for the outdoors via cycling and running.
Organization Goals	Provide unique experiences through cycling and running benefitting the athlete, the community and sport as a whole. The organization desires to increase cycling and running awareness in the communities the events take place in as well as the surrounding regions. We will continue to raise the bar on what events offer the athlete. We hope to help keep the cost of participation barriers as low as possible to promote the inclusivity of the sports.
Program organization/event name	Discover Gravel LLC
Funding requested from City	EMPORIA
Total operating or event budget	115,000
What percentage of your total program budget does City funding request represent?	25%
Provide profit/loss statement.	 Discover Gravel 2025 PnL - DG PNL.pdf
Please, provide a detailed breakdown of how the requested funds will be allocated.	Marketing including Digital and Print - \$5,000 Start/Finish Line equipment such as an blow up Archway, protective barriers, chute banners and PA system - \$5000 Volunteer coordinator at all events - \$5000 Photographer/videographer for all events including fees, lodging, travel and full rights of usage - \$10,000 New storage equipment to protect all event related equipment year round - \$2000 Race Director allotment for time spent coordinating, budgeting, recruiting, promoting, networking and directing all events - \$3000
Is this a one-time funding request?	Yes
Number served by this program in previous year.	1000+ athletes
Projected number served by this program in the upcoming year.	1300+ athletes
Estimated number who will stay overnight.	350
Has your organization previously received funding from the City of Emporia?	No
Will you require or request any other funding or in-kind services from the City or other taxing entities?	No
Please show all in-kind matches your agency or organization receives.	None
How does this program provide a benefit to Emporia?	Promotes the visibility and recognition of Emporia and Lyon County as THE Gravel Cycling Capital of the World. All athletes who required lodging in 2024 stayed 1.8 nights. Heads in beds. Discover Gravel is an Emporia business.

Discover Gravel directly benefits local Emporia sponsors and businesses by providing visibility. Discover Gravel purchases many of it's event supplies through emporia businesses. Discover Gravel purchases the majority of its promotional material right here in Emporia. Discover Gravel utilizes many area organizations as paid volunteer groups to benefit those local groups. Discover Gravel operates a local 501c3 fund through ECF to help lower the cost of entry barrier for area youth in cycling. Flint Hills Gravel takes place in Americus but all out of area athletes stay in Emporia lodging and eat/shop in Emporia. Flint Hills Ultra starts and stops in Emporia promoting Flint Hills bikepacking. The new 6 event Great Plains Gravel Cup takes place over a 3 state area and is ran and coordinated right here in Emporia KS. Discover Gravel also owns and operates a gravel race in Wabaunsee County. Discover Gravel LLC is a growing presence within the worldwide gravel community and is owned and operated out of Emporia, KS.

Does your organization service areas outside of the Emporia geographical area?

Yes

If so, what are those areas?

The Great Plains Gravel Cup is a 6 events series that Discover Gravel LLC owns. The series is made up of gravel events across 3 states. The Rock Ridge Gravel ride and run is an event owned by Discover Gravel LLC that is in Wabaunsee County. The Flint Hills Ultra is a Flint Hills promotional bikepacking route developed by Discover Gravel LLC. FHU takes place within the ecological barrier of the Flint Hills of Kansas and the Osage Hills of Oklahoma.

Are services to clients free of charge or fee-based?

Fee-based

If fee-based, what is the fee?

Multiple Fees across multiple distances ranging from FREE to \$85.

What is the average cost to participate in your program?

The average varies year to year based on what distance athletes sign up for. \$40-\$50 on average

Will this funding request offset any municipal services?

No

Are you aware of any pending investigations, litigation, claims, or assessments against the organization?

No

Please list your community partners.

If by community partners you mean event sponsors in Emporia locally then they are Hannah Orthodontics, Longbine Autoplaza, Browns Shoe Source, Sweet Granada, ESBFinancial, Mulreadys Pub

Are you applying for a Transient Guest Tax Appropriation for an organization or event?

Yes

How does your company/program support tourism in Emporia?

Promotes the visibility and recognition of Emporia and Lyon County as THE Gravel Cycling Capital of the World. All athletes who required lodging in 2024 stayed 1.8 nights. Heads in beds. Discover Gravel is an Emporia business. Discover Gravel directly benefits local Emporia sponsors and businesses by providing visibility. Discover Gravel purchases many of it's event supplies through emporia businesses. Discover Gravel purchases the majority of its promotional material right here in Emporia. Discover Gravel utilizes many area organizations as paid volunteer groups to benefit those local groups. Discover Gravel operates a local 501c3 fund through ECF to help lower the cost of entry barrier for area youth in cycling. Flint Hills Gravel takes place in Americus but all out of area athletes stay in Emporia lodging and eat/shop in Emporia. Flint Hills Ultra starts and stops in Emporia promoting Flint Hills bikepacking. The new 6 event Great

Plains Gravel Cup takes place over a 3 state area and is ran and coordinated right here in Emporia KS. Discover Gravel also owns and operates a gravel race in Wabaunsee County. Discover Gravel LLC is a growing presence within the worldwide gravel community and is owned and operated out of Emporia, KS.

Is your parent company for profit? Yes

Is your company owned locally? Yes

Do you own a local physical retail building? No

Do you pay local property taxes? No

Do you collect sales tax? Yes

How many local full-time equivalent employees (FTE) do you have? 0

If the event makes a profit, how is the profit utilized? Any profit is reinvested into the company.

If there is a loss, how to you cover it? Personal cash.

What was the date of your event last year? 04/13/2024

Did you receive City services at your last event? No

Charitable Local Community Contributions
2024
HOTT
Paynes Promise
NICA
Discover Gravel Youth Fund
United Methodist Youth Fund

Describe your marketing strategy to maximize attendance at event. Marketing strategy to this point has been a grassroots effort by myself via social media, cycling expos and print materials. The request would be so in 2026 we can engage a professional digital and print marketing strategy making use of industry research using various touchpoints to create awareness with new potential athletes.

What area organizations do you help? Emporia Zoo
Optimist Club
United Methodist Youth
NICA
TGT Board

How many events do you sponsor? 4

Grants awarded for events are disbursed on a reimbursement basis. All event expense receipts must be provided prior to the disbursement of City funds. Award amounts are subject to reduction based on receipts submitted and the availability of City funds.

What is the plan to keep the program/event running in the The equipment being requested can be used long term and will not be asked for again.

future without TGT funding?

The labor being asked for is ongoing but by growing the events just a few more hundred people the costs can be better absorbed.
While marketing is an ongoing forever expense, the request will allow for a professionally supplied strategy to be applied in 2026 and then followed for many years without the increased expense.

We affirm that the information in this application is true to the best of our knowledge.

We affirm that the organization(s) seeking City of Emporia support is open to all eligible citizens regardless of race, color, sex, disability, religious affiliation, or national origin.

We affirm that neither religious education, worship, and/or political organization shall be supported by program funds if granted.

We affirm that this organization is not on any federal terrorism "watch list," including the list in Executive Order 13224, the master list of specially designated nationals and blocked persons maintained by the Treasury Department, and the list of Foreign Terrorists Organizations maintained by the State Department.

We affirm that this organization does not, will not, and has not knowingly provided financial, technical, in-kind or other material support or resources to any individual or entity that is a terrorist or terrorist organization, or that supports or funds terrorism.

We affirm that this organization does not, will not and has not knowingly provided or collected funds or provided material support or resources with the intention that such funds or material support or resources be used to carry out acts of terrorism.

We affirm that this organization does not, will not, and has not knowingly provided financial or material support or resources to any entity that has knowingly concealed the source of funds used to carry out terrorism or support foreign terrorist organizations.

We affirm that this organization does not re-grant to organizations, individuals, programs, and/or projects outside the United States of America without compliance with IRS guidelines.

We affirm that this organization takes reasonable, affirmative steps to ensure that any funds or resources distributed or processed do not fund terrorism or terrorist organizations.

We affirm that the City of Emporia may confer and share information regarding this application with other funding agencies as it relates to the organization identified within this application.

We affirm that this organization takes reasonable steps to certify against any fraud with respect to the provision of financial, technical, in-kind, or other material support or resources to terrorists and terrorist organizations.

I/We acknowledge all information submitted is accurate. Use of these funds must not violate any state, local or Federal laws. Any illegal use of funds or misrepresentations may be subject to repayment and/or civil or criminal prosecution.

Executive Director Signature

Robert Thompson

Discover Gravel LLC 2025 PnL

	Item	Estimated
Expense	Event Entry's	\$ (1,200.00)
Expense	GPGC Team Jerseys	\$ (3,000.00)
Expense	GPGC Team T's	\$ (1,000.00)
Expense	DG Ambassador T's	\$ (1,000.00)
Expense	Travel	\$ (4,000.00)
Expense	Camper payments	\$ (3,000.00)
Expense	Photo/Video	\$ (2,000.00)
Expense	Volunteer Coordinator	\$ (3,000.00)
Expense	GPGC Operations	\$ (10,000.00)
Expense	Trophies	\$ (6,000.00)
Expense	GPGC Payout Prize	\$ (5,000.00)
Expense	FHG Operations	\$ (28,000.00)
Expense	RRG Operations	\$ (16,000.00)
Total		-\$83,200.00
Income	Flint Hills Gravel	\$ 75,049.95
Income	Great Plains Gravel Cup	\$ -
Income	Rock Ridge Gravel	\$ 8,024.87
Total		\$83,074.82
Total Income		\$ 83,074.82
Total Expenses		\$ (83,200.00)
Net Income		\$ (125.18)

City of Emporia Appropriations and Sponsorship Request

04/02/2025 3:56 PM (CDT)

City of Emporia Appropriations and Sponsorship Request

Please fill out the information below to be considered for the **FY 2025 Appropriations or Sponsorship Grant**.

Responses should be detailed, and all questions must be completed. Failure to provide the requested information may result in a denial.

If you have questions about the form, please contact Christine Torrens at 620-341-4304 or ctorrens@emporiaks.gov.

Submitting a grant application does not guarantee funds will be awarded. All completed applications will be reviewed by the Emporia City Commission. The Commission, in its sole discretion, may approve or deny requests. Any allocation awarded is subject to the availability of funds and compliance with the conditions of the award.

By submitting an application, Applicant agrees and certifies that any funds granted by the City will not be used to buy, rent, and/or lease any furniture, fixtures, or equipment; make any building improvements; or pay any salaries, bonuses, and/or travel expenses.

Event Submission Deadline: Tuesday, April 1, 2025, by 5:00 p.m.

Name of parent company	Dynamic Discs
Parent company physical location address	840 Overlander Rd, Emporia, KS 66801
Organization name	Dynamic Discs
Complete mailing address	840 Overlander Rd, Emporia, KS 66801
Phone number	620-208-6161
Website address	dynamicdiscs.com/gbo
Executive Director	Jackie Morris
Executive Director email	jackie@dynamicdiscs.com
Board chair	N/A
Board Chair email	jackie@dynamicdiscs.com
Prepared by name and title	Jackie Morris, Event Coordinator + Community Outreach

Please provide local contact information if different than above.

Supervision or financial administration

- i.

Name

Shane Cline

Title

Responsibilities

Business and Event Finances

ii. **Name**

Seth Fendley

Title

General Manager of Dynamic Discs

Responsibilities

Supervises/Oversees Dynamic Discs

Organization mission	Dynamic Discs is committed to hosting prestigious disc golf tournaments, providing customer service solutions, and providing the disc golf community with quality gear and content.
-----------------------------	---

Organization Goals	Grow the sport and enrich lives through disc golf.
---------------------------	--

Program organization/event name	Glass Blown Open
--	------------------

Funding requested from City	50,000
------------------------------------	--------

Total operating or event budget	150,000
--	---------

What percentage of your total program budget does City funding request represent?	25-30
--	-------

Please, provide a detailed breakdown of how the requested funds will be allocated.	Sponsorship grants help with planning, promoting, and hosting the disc golf tournament. The money helps cover the costs of the things that help elevate players' experiences while in Emporia for their stay.
---	---

Is this a one-time funding request?	No
--	----

If not, provide information on why you need ongoing funding.	Although Dynamic Discs is a for-profit company, we do not set money aside for our events. DD tournaments are funded solely by sponsorships, donations, and player registration fees. The additional funding helps the event coordinator do more with the city of Emporia and the disc golf attendees.
---	---

Number served by this program in previous year.	2,000
--	-------

Projected number served by this program in the upcoming year.	1,500-2,000
--	-------------

Estimated number who will stay overnight.	800-1000
--	----------

Has your organization previously received funding from the City of Emporia?	Yes
--	-----

If so, list dates and amounts for past three years.

i. **Dates and amounts of funding received by City of Emporia**

2025 Glass Blown Open - \$50k
2025 Junior Worlds - \$25k
2024 Dynamic Discs Open - \$25k
2024 PDGA Masters Worlds - \$20k
2023 Dynamic Discs Open - \$25K
2022 Dynamic Discs Open - \$25k
2022 Pro Worlds - \$25k
2021 Dynamic Discs Open - \$25k
2021 Junior Worlds - \$15k

Will you require or request any other funding or in-kind services from the City or other taxing entities?

Yes

If so, please list budgeted amounts and estimation of hours and needs.

Park reservations, mowing, trash, security, etc.
~40 hours additional for special requests.
\$1,000-\$5,000

How does this program provide a benefit to Emporia?

The Glass Blown Open brings people from all over the state, country, and out of the country to Emporia for an average of one week. When these people visit Emporia for disc golf tournaments, it greatly benefits the local economy and puts Emporai on the map for future visits and events.

Does your organization service areas outside of the Emporia geographical area?

Yes

If so, what are those areas?

We provided services, sponsorships, and donations to the Greater Emporia Area, all 50 States, and multiple countries.

Are services to clients free of charge or fee-based?

Fee-based

If fee-based, what is the fee?

Registration Fee

What is the average cost to participate in your program?

\$150

Will this funding request offset any municipal services?

No

Are you aware of any pending investigations, litigation, claims, or assessments against the organization?

No

Please list your community partners.

Logan Ave Elementary School, Emporia High and Middle School, Boys and Girls Club, Bourbon Cowboy, Sweet Granada, Granada Theater, Emporia Arts Council, Imaginarium, Keep It Safe Summer, Kansasworks, Flint Hills Tech College, Emporia Police Department, Habitat for Humanity, BUFFY Animal welfare group, United Way, Boy Scouts, Emporia Zoo, Emporia Main Street, Emporia CVB, Emporia Public Schools, Freedom Fest Committee, Chamber After Hours, SOS Auction, Newman Auction, Special Olympics KS, ESU Athletics, Emporia State University Disc Golf Team, ESU Admissions, Kansas Children Services, Kansas

Tourism Conference, ESU International Department, Emporia Disc Golf Leagues, Local Fundraising Events, Healthier Lyon County, Emporia Rec Center, and so many more!

Are you applying for a Transient Guest Tax Appropriation for an organization or event?

No

Upload organization or event detailed budget



GBO-Projected-Budget.pdf

Upload board membership list



2026 Dynamic Discs Board Membership.pdf

Upload organizational chart



2026 Dynamic Discs Org Chart.pdf

Upload anti-discrimination policy



2026 Dynamic Discs Anti-Discrimination Policy.pdf

Upload organization by-laws



2026 Dynamic Discs Org By-Laws.pdf

We affirm that the information in this application is true to the best of our knowledge.

We affirm that the organization(s) seeking City of Emporia support is open to all eligible citizens regardless of race, color, sex, disability, religious affiliation, or national origin.

We affirm that neither religious education, worship, and/or political organization shall be supported by program funds if granted.

We affirm that this organization is not on any federal terrorism "watch list," including the list in Executive Order 13224, the master list of specially designated nationals and blocked persons maintained by the Treasury Department, and the list of Foreign Terrorists Organizations maintained by the State Department.

We affirm that this organization does not, will not, and has not knowingly provided financial, technical, in-kind or other material support or resources to any individual or entity that is a terrorist or terrorist organization, or that supports or funds terrorism.

We affirm that this organization does not, will not and has not knowingly provided or collected funds or provided material support or resources with the intention that such funds or material support or resources be used to carry out acts of terrorism.

We affirm that this organization does not, will not, and has not knowingly provided financial or material support or resources to any entity that has knowingly concealed the source of funds used to carry out terrorism or support foreign terrorist organizations.

We affirm that this organization does not re-grant to organizations, individuals, programs, and/or projects outside the United States of America without compliance with IRS guidelines.

We affirm that this organization takes reasonable, affirmative steps to ensure that any funds or resources distributed or processed do not fund terrorism or terrorist organizations.

We affirm that the City of Emporia may confer and share information regarding this application with other funding agencies as it relates to the organization identified within this application.

We affirm that this organization takes reasonable steps to certify against any fraud with respect to the provision of financial, technical, in-kind, or other material support or resources to terrorists and terrorist organizations.

I/We acknowledge all information submitted is accurate. Use of these funds must not violate any state, local or Federal laws. Any illegal use of funds or misrepresentations may be subject to repayment and/or civil or criminal prosecution.

TGT Application for Organizations/Events

1. Is your parent company for profit? **YES X** NO ☐
(Non-profits skip to question 6)

2. Is the company locally owned? YES ☐ NO **X** **Although we are no longer locally owned, Dynamic Discs is the House of Discs North America Distributor. Dynamic Discs continues to hire, work, and host events locally.**

3. Do you own a local physical retail building? YES ☐ NO **X** **We no longer have a brick and mortar store, but still offer pickup orders out of our distribution facility.**

4. Do you pay local property taxes? **YES X** NO ☐

5. Do you collect sales tax? **YES X** NO ☐

6. How many local full-time equivalent employees (FTE) do you have? **~50 employees**

7. If the event makes a profit, how is the profit utilized?

a. Please provide profit/loss statements.

Our events do not typically make a profit. We attempt to break even.

8. If there is a loss, how do you cover it? **We expense the loss as a marketing cost.**

9. What was the date of your event last year? **April 25-27**

10. Do you get City services for this event? **Yes X**

11. If yes, please list each City service: **Park & Recreation (park rentals), Public Works (trash, barricades, street closures), EPD/Security (public safety), planning block parties and tourism ideas with Emporia Main Street and CVB.**

12. Please list how many charitable local community contributions your company or event makes to groups outside your organization's scope. (Please list monetary and/or in-kind contributions to other organizations and the percentage of your budget those donations represent.)

Emporia Public Schools (elementary, middle, and high school), Emporia State University (athletics, admissions, RSOs, Greek Life, International Dept, etc.), United Way, Scouts, Flint Hills Tech College, EPD, Habitat for Humanity, BUFFY Animal Welfare Group, Kansas Tourism Conference, KISS, SOS, Crosswinds, Emporia Main Street, Emporia Chamber, CVB, Local Fundraiser Raffles, Unbound Gravel/LifeTime, Newman Hospital, Emporia REc Center, surrounding Disc Golf Clubs, and more.

13. What area organizations do you help? (Please list): **Emporia and Greater Emporia Area.**

14. How many events do you sponsor? **100+ events in and outside of Emporia.**

Grants awarded for events are disbursed on a reimbursement basis.
All event expense receipts must be provided prior to the disbursement of City funds.
Award amounts are subject to reduction based on receipts submitted and the availability of City funds.

ITEM	FORECAST
Total Income	\$132,700.00
Total Expense	\$137,695.00
Net Income/Loss	-\$4,995.00
INCOME	
SPONSORSHIP	
City Donation	\$50,000.00
Hole Sponsorship	\$500.00
Donation/Sponsorship	\$200.00
Vendor Fees	\$5,000.00
EVENT REG	
Poker Party	\$1,000.00
Putting Comp	\$1,000.00
Am Value	\$60,000.00
Pro Value	\$15,000.00
Admin Value	
TOTAL INCOME	\$132,700.00
EXPENSES	
ADVERTISING/MEDIA	
Marketing Budget	\$2,000.00
SUPPLIES	
Printing	\$500.00
Samples	\$100.00
Trophies	\$4,000.00
Badges	\$500.00
Lanyards	\$650.00
RENTAL FEES	
Park/Course	\$400.00
Porta John	\$5,000.00
Champs Landing	\$6,000.00
Security	\$350.00
Fence/Vendor Village	\$500.00
BP Entertainment	\$500.00
Emporia Main Street	\$1,500.00
Misc Rental Fees	\$1,000.00
PLAYER PACKS	

Player Pack Item #1	\$3,000.00
Player Pack Item #2	\$3,000.00
Player Pack Item #3	\$3,000.00
Player Pack Item #4	\$30,000.00
Player Pack Item #5	\$10,000.00
Player Pack Item #6	\$6,750.00
Player Pack Item #7	\$3,000.00
Player Pack Item #8	\$1,020.00
Player Pack Item #9	\$1,050.00
PRIZES	
TechDisc	\$15,000.00
Zing Mini Flapjack	\$0.00
Prime Burst Judge	\$0.00
Ace Voucher	\$125.00
PAYOUTS	
Pro Payout	\$14,000.00
Added Cash	\$3,000.00
Am Payout	\$0.00
PDGA Sanctioning Fee	\$100.00
PDGA Player Fees	\$1,800.00
Poker Payout / Prizes	\$500.00
Putting Payout	\$1,000.00
TD FEES	
Hotels	\$5,600.00
Stipends	\$8,500.00
Gas	\$200.00
Meals	\$500.00
VOLUNTEER FEES	
Shirts	\$1,000.00
Meals	\$500.00
Vouchers	\$1,500.00
OTHER	
Misc	\$50.00
Ice	\$500.00
TOTAL EXPENSE	\$137,695.00

City of Emporia Event Sponsorship Application

2026 Glass Blown Open

Board membership list

Dynamic Discs does not have an official Board of Directors as a non-profit would have. We have a leadership team. However, this is not like a traditional Board. The board does not necessarily make decisions for our events, either. This is solely the responsibility of the Event Coordinator.

City of Emporia Event Sponsorship Application

2026 Glass Blown Open

Organizational Chart

Seth Fendley, CEO/General Manager

Shane Cline, Accounting
Accounting Team

Jamie Rusco, Director of Sales
Sara Krueger, Account Manager
Trace Herzog, Course Sales
Tyler Searle, Touring and Promotions
Garrison Smith, Global Purchasing Manager

Matt Sedwick, Director of Operations
BJ McKay, Warehouse Operations Manager
Wholesale Fulfilment Team
Tyler Jackson, Custom Operations Manager
Custom Team
Dakota Gibson, Inventory Manager
Inventory Team
Jaime Reynolds, Shipping Manager
Shipping Team
Alyssa Good, Marketplaces and Big Box Store Operations

Corey Wiltz, Director of HR and Facilities
Meredith Templeton, Administrative Assistant

Austin Montgomery (Discmania), Director of Marketing
Jacob Torkelson, Creative/Media Director
Kevin Shaffer, Senior Graphic Designer
Derek Savory, Sponsorship Coordinator
Jackie Morris, Events Coordinator
Eric McCabe, Course Designer and Production Manager

Clay Houser, Director of IT and Special Projects, Direct to Consumer Sales
Online Retail Team

City of Emporia Event Sponsorship Application
(2026 Glass Blown Open)

Anti-discrimination policy

From Section 3 of the Dynamic Discs Employee Handbook:

Section 3 EMPLOYMENT POLICIES

3.1 NON-DISCRIMINATION

In order to provide equal employment and advancement opportunities to all individuals, employment decisions at Dynamic Discs and Dynamic Distribution will be based on merit, qualifications, and abilities. Dynamic Discs and Dynamic Distribution do not discriminate in employment opportunities or practices because of race, color, religion, sex, national origin, age or disability.

Dynamic Discs and Dynamic Distribution will make reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship. This policy governs all aspects of employment, including selection, job assignment, compensation, discipline, termination, and access to benefits and training.

Employees with questions or concerns about discrimination in the workplace are encouraged to bring these issues to the attention of their supervisor. Employees can raise concerns and make reports without fear of reprisal. Anyone found to be engaging in unlawful discrimination will be subject to disciplinary action, including termination of employment.

City of Emporia Appropriations and Sponsorship Request

03/31/2025 1:50 PM (CDT)

City of Emporia Appropriations and Sponsorship Request

Please fill out the information below to be considered for the **FY 2025 Appropriations or Sponsorship Grant**.

Responses should be detailed, and all questions must be completed. Failure to provide the requested information may result in a denial.

If you have questions about the form, please contact Christine Torrens at 620-341-4304 or ctorrens@emporiaks.gov.

Submitting a grant application does not guarantee funds will be awarded. All completed applications will be reviewed by the Emporia City Commission. The Commission, in its sole discretion, may approve or deny requests. Any allocation awarded is subject to the availability of funds and compliance with the conditions of the award.

By submitting an application, Applicant agrees and certifies that any funds granted by the City will not be used to buy, rent, and/or lease any furniture, fixtures, or equipment; make any building improvements; or pay any salaries, bonuses, and/or travel expenses.

Event Submission Deadline: Tuesday, April 1, 2025, by 5:00 p.m.

Name of parent company	Emporia First Friday Art Walk, Inc.
Parent company physical location address	715 Commercial St. Emporia, Kansas 66801
Organization name	Emporia First Friday Art Walk
Complete mailing address	715 Commercial St. Emporia, Kansas 66801
Phone number	620-208-8769
Website address	emporiafirstfriday.com
Executive Director	Kaila Mock
Executive Director email	emporiafirstfriday@gmail.com
Board chair	Katherine Eusey Zuckerman
Board Chair email	keeusey@gmail.com
Prepared by name and title	Kaila Mock, Executive Director

Please provide local contact information if different than above.

Supervision or financial administration

- i.

Name

Josh Thuma

Title

Responsibilities

Supervise financial reports

Organization mission	The mission of Emporia First Friday Art Walk is to promote cultural growth by connecting artists to the community.
Organization Goals	1. Provide a platform for artists to interact with customers, develop their professional skills, and monetize their creativity. 2. Deliver a consistent, continually evolving community event each month and encourage involvement in the Arts. 3. Increase foot-traffic and visibility for small businesses that serve as Art Walk venues.
Program organization/event name	Emporia First Friday Art Walk
Funding requested from City	\$20,000
Total operating or event budget	\$96,370
What percentage of your total program budget does City funding request represent?	20.7%
Provide profit/loss statement.	 Profit and Loss FY 2024.pdf
Please, provide a detailed breakdown of how the requested funds will be allocated.	\$8,000 - Advertising - ads in Community Guide & Emporia Living, KVOE online, social media paid ads \$2,000 - Artist Development - speakers, workshops, and informational sessions \$2,000 - Visting Art Walk Artist Program - Call for Artist 80+ miles, stipend for lodging and meals \$2,000 - Media Assets - hire photographer/videographer to collect media assets for print and social media materials \$6,000 - Marketing/Printing - monthly passports, newsletters, promotional items, and website \$20,000 Total
Is this a one-time funding request?	No
If not, provide information on why you need ongoing funding.	The Emporia First Friday Art Walk has been providing a family friendly community event for over 8 years and has become a staple event for Emporia and surrounding communities. Ongoing funding from the city would help us continue our mission, enhance quality of life, and establish Emporia as an artistic haven in the region, drawing visitors and potential residents from around the state.
Number served by this program in previous year.	2,500 artists, businesses, and community members/visitors
Projected number served by this program in the upcoming year.	3,000 artists, businesses, and community members/visitors
Estimated number who will stay overnight.	150

Has your organization previously received funding from the City of Emporia?	No
Will you require or request any other funding or in-kind services from the City or other taxing entities?	No
Please show all in-kind matches your agency or organization receives.	\$1,000 for tax preparation, Wright CPA \$600 for prizes, Emporia Main Street \$500 for printing, Printing Plus \$2,100 Total
How does this program provide a benefit to Emporia?	The Emporia First Friday Art Walk provides many benefits to local artists, businesses that are involved in the walk, and the Emporia community as a whole. Artists have an opportunity to show their work and build connections. Many students, from elementary to college age, participate as artists which helps build self-esteem and confidence in addition to providing an outlet to show their art. Art Walkers have the chance to engage in art while enjoying a family-friendly monthly event. Participating Venues see an increase in foot traffic and visitors that may have not visited before.
Does your organization service areas outside of the Emporia geographical area?	No
Are services to clients free of charge or fee-based?	Fee-based
If fee-based, what is the fee?	\$10 - \$20 Artist Participation Fee, \$35 Venue Participation Fee, Low-cost printing services for artists, FREE attendance
Will this funding request offset any municipal services?	No
Operating budget deficit	 2025 Budget Deficit.pdf
Are you aware of any pending investigations, litigation, claims, or assessments against the organization?	No
Please list your community partners.	Emporia State University, Flint Hills Technical College, ESB Financial, Lyon County State Bank, Emporia Main Street, Visit Emporia, Emporia Community Foundation, Sela Group, Evergy, IM Design Group, Emporia Arts Center, Sweet Granada, Gravel City Roasters, Mulready's Pub, L&L Pets, Trox Gallery and Gifts, Plum Bazaar, The Axe Shedd, Middle Ground Books, Emporia Community Arts Alliance

Organization Sustainability

- i. Please list other organizations (foundations, government agencies, service clubs, etc.) from which you have previously received funds or will be seeking to receive funds for your organization's program or event this year.

Name of funder

Amount requested

\$20,000

Amount and date of most recent award

EFF has not previously been awarded funds from KAC

What are the metrics that will determine success of the program/event?

Increased:

- artist participation
- artist sales due to workshops and information provided by EFF
- community participation
- participating business foot traffic and sales

-
-
- ii. Please list other organizations (foundations, government agencies, service clubs, etc.) from which you have previously received funds or will be seeking to receive funds for your organization's program or event this year.

Name of funder

Emporia Community Foundation Match Day

Amount requested

\$10,000 goal

Amount and date of most recent award

\$9,416, December 2024

What are the metrics that will determine success of the program/event?

Increased:

- artist participation
- artist sales due to workshops and information provided by EFF
- community participation
- participating business foot traffic and sales

Are you applying for a Transient Guest Tax Appropriation for an organization or event? Yes

How does your company/program support tourism in Emporia? The Emporia First Friday Art Walk has been providing a family friendly community event for over 8 years and has become a staple event for Emporia and surrounding communities. Ongoing funding from the city would help us continue our mission, enhance quality of life, and establish Emporia as an artistic haven in the region, drawing visitors and potential residents from around the state. Multiple EFF Art Walk attendees and participants have reported a preference for Emporia's art walk over surrounding cities such as Lawrence, Topeka, and Wichita because the sense of community created by local artists, businesses, and supporters. They enjoy the well-organized, consistent, and ever-evolving event.

Is your parent company for profit? No

Is your company owned locally? Yes

Do you own a local physical retail No

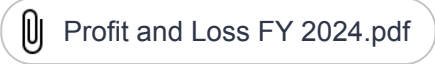
building?

Do you pay local property taxes? No

Do you collect sales tax? Yes

How many local full-time equivalent employees (FTE) do you have? 1

If the event makes a profit, how is the profit utilized? Emporia First Friday is a 501(c)(3) non profit organization

Upload profit/loss statement. 

If there is a loss, how to you cover it? Emporia First Friday has reserve funds in our Emporia Community Foundation fund. EFF has made a more conservative budget for FY 2025 due to a deficit in 2024 and is applying for multiple grants.

What was the date of your event last year? 12/06/2024

Did you receive City services at your last event? No

Charitable Local Community Contributions \$1,000 annually to Emporia State University Foundation - Emporia First Friday Public Art Fund
EFF does not make any other monetary or in-kind contributions to other organizations, but we work with many non-profit organizations on the Art Walk to help them promote events and services.

Describe your marketing strategy to maximize attendance at event. 11 Art Walks are planned in 2025, and 2 have been completed at the time of this application.
Emporia First Friday maintains a detailed database of past participants, attendees, and supporters. Our Marketing Manager sends monthly emails to 1,500+ accounts to preview the upcoming Art Walk each month. Quarterly Newsletters are dispersed to subscribers, as well as an Annual Report and Annual Partnership Drive materials.
EFF maintains very active social media accounts on Facebook and Instagram to keep the community informed about upcoming special events and the monthly Art Walk.

What area organizations do you help? Emporia First Friday has consistently worked with Emporia State University and Flint Hills Technical College to promote their art students and arts programming. Any organization in Emporia is welcome to participate in the Art Walk as long as there in an art element involved with their promotion. In the past, EFF has helped SOS, Inc, Crosswinds, Hispanics of Today and Tomorrow, Beacon for Hope Suicide Prevention, Emporia Humane Society, The Street Cats Club, Friends of the Emporia Library, Kansas Free for Arts, House of Morrow, Goodway Gardens, Emporia Community Arts Alliance, Emporia Granada Theatre, WEACT Theatre, Emporia High School Art Club, and many more.

How many events do you sponsor? 11

Grants awarded for events are disbursed on a reimbursement basis.
All event expense receipts must be provided prior to the disbursement of City funds. Award amounts are subject to reduction based on receipts submitted and the availability of City funds.

What is the plan to keep the Since the Emporia First Friday Art Walk is applying for TGT funding for the first

program/event running in the future without TGT funding?

time, we are confident that our monthly Art Walks will continue in the future without TGT funding. However, with TGT funding Emporia First Friday could enhance our marketing efforts resulting in increased participation locally and regionally, and increased sales for local artists and participating small businesses.

Upload IRS Form 990



Emporia First Friday 990 2023.pdf

Upload organization or event detailed budget



Operating Budget - City of Emporia.pdf

Upload letter demonstrating 501(c)3 status



Department of the Treasury.pdf

Upload board membership list



2025 EFF BOD (1).pdf

Upload organizational chart



2025 EFF Org.pdf

Upload anti-discrimination policy



2025 EFF AD Statement.pdf

Upload organization by-laws



Emporia First Friday BY LAWS 11-20-2024.pdf

We affirm that the information in this application is true to the best of our knowledge.

We affirm that the organization(s) seeking City of Emporia support is open to all eligible citizens regardless of race, color, sex, disability, religious affiliation, or national origin.

We affirm that neither religious education, worship, and/or political organization shall be supported by program funds if granted.

We affirm that this organization is not on any federal terrorism “watch list,” including the list in Executive Order 13224, the master list of specially designated nationals and blocked persons maintained by the Treasury Department, and the list of Foreign Terrorists Organizations maintained by the State Department.

We affirm that this organization does not, will not, and has not knowingly provided financial, technical, in-kind or other material support or resources to any individual or entity that is a terrorist or terrorist organization, or that supports or funds terrorism.

We affirm that this organization does not, will not and has not knowingly provided or collected funds or provided material support or resources with the intention that such funds or material support or resources be used to carry out acts of terrorism.

We affirm that this organization does not, will not, and has not knowingly provided financial or material support or resources to any entity that has knowingly concealed the source of funds used to carry out terrorism or support foreign terrorist organizations.

We affirm that this organization does not re-grant to organizations, individuals, programs, and/or projects outside the United States of America without compliance with IRS guidelines.

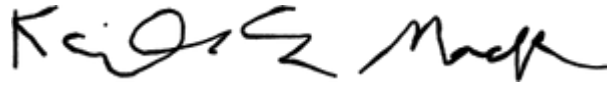
We affirm that this organization takes reasonable, affirmative steps to ensure that any funds or resources distributed or processed do not fund terrorism or terrorist organizations.

We affirm that the City of Emporia may confer and share information regarding this application with other funding agencies as it relates to the organization identified within this application.

We affirm that this organization takes reasonable steps to certify against any fraud with respect to the provision of financial, technical, in-kind, or other material support or resources to terrorists and terrorist organizations.

I/We acknowledge all information submitted is accurate. Use of these funds must not violate any state, local or Federal laws. Any illegal use of funds or misrepresentations may be subject to repayment and/or civil or criminal prosecution.

Executive Director Signature



Emporia First Friday Art Walk

Profit and Loss

January - December 2024

	TOTAL
Income	
Direct Public Support	
Draw from ECF reserves	7,500.00
Partnership Donations	
2023 Partnership - Individual (deleted)	485.20
2024 Business Partnership (deleted)	26,946.30
2024 Individual Partnership (deleted)	21,036.35
Sustaining Partner	15,000.00
Total Partnership Donations	63,467.85
Total Direct Public Support	70,967.85
Merchandise Sales	934.44
Services	
Artist Participation Fee	2,133.94
Food Truck Fee	172.98
Frame Shop Services	60.00
Print Lab Services	1,638.59
Venue Participation Fee	3,704.05
Total Services	7,709.56
Total Income	\$79,611.85
Expenses	
Advertising and Marketing	708.28
Email service - Mail Chimp	458.25
Newsletter	292.00
Total Advertising and Marketing	1,458.53
Dues & Subscriptions	173.49
Google Workspace	333.35
Photoshop	290.82
Quickbooks Online	1,166.00
Total Dues & Subscriptions	1,963.66
ESU Public Art Fund	1,000.00
Facilities and Equipment	
Rent and Utilities	32.56
Evergy + KS Gas	1,357.90
Internet	162.80
Rent	9,600.00
Total Rent and Utilities	11,153.26
Total Facilities and Equipment	11,153.26
Live Music	1,650.00

Emporia First Friday Art Walk

Profit and Loss

January - December 2024

	TOTAL
Operations	
Frame Shop Supplies	557.60
Janitorial	91.70
Office Supplies	1,057.87
Postage, Mailing Service	365.00
Print Lab Supplies	1,540.92
Printing	
Newsletter	341.02
Passport, Poster, and Door signs	1,173.60
Total Printing	1,514.62
Total Operations	5,127.71
Other Types of Expenses	
Insurance - Liability, D and O	698.00
Total Other Types of Expenses	698.00
Partnership Program Expense	60.65
Partnership - Postage	815.37
Partnership - Printing	1,089.49
Partnership - Tshirts and Door Sign	2,371.99
Total Partnership Program Expense	4,337.50
Payroll Expenses	
Taxes	4,284.77
Wages	51,510.00
Total Payroll Expenses	55,794.77
Professional Fees	80.00
Special Board Meetings	
Annual Meeting	775.18
Board Retreat	135.54
Total Special Board Meetings	910.72
Travel and Meetings	
Meals	171.24
Total Travel and Meetings	171.24
Wages	
Executive Director	3,400.00
Marketing Manager	1,100.00
Total Wages	4,500.00
Website Expense	230.00
Total Expenses	\$89,075.39
NET OPERATING INCOME	\$ -9,463.54
NET INCOME	\$ -9,463.54

City of Emporia Appropriations and Sponsorship Request

04/01/2025 3:04 PM (CDT)

City of Emporia Appropriations and Sponsorship Request

Please fill out the information below to be considered for the **FY 2025 Appropriations or Sponsorship Grant**.

Responses should be detailed, and all questions must be completed. Failure to provide the requested information may result in a denial.

If you have questions about the form, please contact Christine Torrens at 620-341-4304 or ctorrens@emporiaks.gov.

Submitting a grant application does not guarantee funds will be awarded. All completed applications will be reviewed by the Emporia City Commission. The Commission, in its sole discretion, may approve or deny requests. Any allocation awarded is subject to the availability of funds and compliance with the conditions of the award.

By submitting an application, Applicant agrees and certifies that any funds granted by the City will not be used to buy, rent, and/or lease any furniture, fixtures, or equipment; make any building improvements; or pay any salaries, bonuses, and/or travel expenses.

Event Submission Deadline: Tuesday, April 1, 2025, by 5:00 p.m.

Name of parent company	Emporia Recreation Commission
Parent company physical location address	313 W. 4th
Organization name	Emporia Recreation Center
Complete mailing address	313 W. 4th
Phone number	620-340-6300
Website address	www.emporiarec.org
Executive Director	Amanda Gutierrez
Executive Director email	agutierrez@emporiarec.org
Board chair	Jeremy Dorsey
Board Chair email	jeremy.dorsey@usd253.net
Prepared by name and title	Amanda Gutierrez Interim Director

Please provide local contact information if different than above.

Organization mission	To enhance and support the health and wellness goals of our community by creating opportunities for life-long physical and emotional well-being through diversified recreation programs and activities.
Organization Goals	The Emporia Recreation Commission will strive to provide essential recreational opportunities through creative programming, health equity, excellence in facility management, and innovative partnerships and services to our community. We will exemplify integrity, fiscal responsibility, quality customer service and diversity in

our workplace. With these core values, we are seeking to build a strong, healthy and resilient community.

Program organization/event name	KSHSAA 5A State Basketball and 1A DII State Volleyball Tournaments
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Funding requested from City	\$28,200
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Total operating or event budget	\$101,275.46
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What percentage of your total program budget does City funding request represent?	28%
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Provide profit/loss statement.



The image is a screenshot of a spreadsheet, likely Microsoft Excel, displaying a profit/loss statement. The spreadsheet is organized into columns and rows, with various line items and numerical values. The text is somewhat blurry, but the structure is clear, showing a detailed financial breakdown.

Please, provide a detailed breakdown of how the requested funds will be allocated.

Grant Proposal: Enhancing the State Tournament Experience in Emporia
Introduction

Emporia Recreation Commission (ERC) proudly hosts the Kansas State High School Activities Association (KSHSAA) 5A State Basketball Tournament in March and the 1A DII State Volleyball Tournament in October at White Auditorium each year. These two prestigious events bring 24 teams from across Kansas to Emporia, making a significant impact on our local community. While White Auditorium has hosted the most State Championships of any venue in Kansas, it is also the oldest facility currently used for state tournaments.

To ensure Emporia remains a premier tournament host, we seek grant funding to enhance the experience of participants and visitors. This funding will encourage teams to stay overnight, dine at local restaurants, and explore Emporia's many attractions, thereby boosting our local economy and strengthening our reputation as a top-tier host site.

Project Objectives

1. Increase overnight stays for visiting teams to maximize economic impact.
2. Support local businesses by providing teams with dining stipends.
3. Promote Emporia's unique attractions and institutions to encourage future visits.
4. Provide student-athletes with a memorable experience through welcome packages.
5. Strengthen Emporia's position as a long-term host for KSHSAA tournaments.

Proposed Use of Funds

1. Team Stipends for Hotels and Restaurants
 - o 5A State Basketball Tournament: 16 qualifying teams receive \$1,000 each. \$700 hotel stipend per team to be used at an Emporia hotel (4 rooms for players, 2 for coaches, 1 for managers). \$300 meal stipend in the form of a gift certificate to an Emporia restaurant. Total Cost: \$16,000.
 - o 1A DII State Volleyball Tournament: 8 qualifying teams receive \$625 each.
 - ☐ Funds to be used for hotel and dining at Emporia establishments.
 - ☐ Total Cost: \$5,000.
2. Student-Athlete Welcome Packages
 - o 288 athletes (12 players per team) will receive a customized welcome bag.
 - o Items may include an ESU t-shirt, gift certificates from local businesses, and promotional items from Chamber and Main Street partners.
 - o This initiative fosters positive first impressions and encourages return visits.
 - o Total Cost: \$7,200.

Total Grant Request: \$28,200

Long-Term Impact and Justification

Starting in 2027, KSHSAA will consolidate state tournament sites, reducing the number of host locations. To ensure Emporia remains a chosen site, we must enhance the participant and spectator experience. Investing in lodging, dining, and hospitality initiatives will set Emporia apart from competing host locations. By creating a welcoming and engaging atmosphere, we will encourage returning visitors and drive economic benefits for local businesses.

Conclusion

The requested funding will not only enhance the current experience for athletes and visitors but also position Emporia as a premier destination for state tournaments in the years to come. We appreciate your consideration and look forward to the opportunity to continue hosting these prestigious events while showcasing the best that Emporia has to offer.

Is this a one-time funding request?

No

If not, provide information on why you need ongoing funding.

Starting in 2027, KSHSAA will consolidate state tournament sites, reducing the number of host locations. To ensure Emporia remains a chosen site, we must enhance the participant and spectator experience. Investing in lodging, dining, and hospitality initiatives will set Emporia apart from competing host locations. By creating a welcoming and engaging atmosphere, we will encourage returning visitors and drive economic benefits for local businesses.

Number served by this program in previous year.

Over 10,100 tickets sold, plus 24 teams with players, coaches and managers.

Projected number served by this program in the upcoming year.

We project a 5% increase in ticket sales plus the 24 teams with players, coaches and managers.

Estimated number who will stay overnight.

25%, we believe this number would rise with the grant.

Has your organization previously received funding from the City of Emporia?

No

Will you require or request any other funding or in-kind services from the City or other taxing entities?

No

How does this program provide a benefit to Emporia?

It provides a sizeable economic impact to our community every year, with this grant we are hoping to see an increase in the following:

1. Increase overnight stays for visiting teams to maximize economic impact.
2. Support local businesses by providing teams with dining stipends.
3. Promote Emporia's unique attractions and institutions to encourage future visits.
4. Provide student-athletes with a memorable experience through welcome packages.
5. Strengthen Emporia's position as a long-term host for KSHSAA tournaments

Does your organization service areas outside of the Emporia geographical area?

Yes

If so, what are those areas?

Teams and spectators come from all over the state of Kansas.

Will this funding request offset any municipal services?

No

Are you aware of any pending investigations, litigation, claims, or assessments against the organization?	No
Please list your community partners.	For this specific event we work with ESPI and the Chamber to find volunteers to work the tournament.
Are you applying for a Transient Guest Tax Appropriation for an organization or event?	Yes
How does your company/program support tourism in Emporia?	Each year, we welcome over 10,000 visitors to attend these two state tournaments. Our organization has proudly hosted state tournaments in Emporia for more than 20 years.
Is your parent company for profit?	No
Is your company owned locally?	Yes
Do you own a local physical retail building?	No
Do you pay local property taxes?	No
Do you collect sales tax?	No
How many local full-time equivalent employees (FTE) do you have?	18
If the event makes a profit, how is the profit utilized?	Last year, we made a profit of nearly \$5,500, but this figure does not account for the additional hours worked by 10 of our full-time staff, each exceeding 40 hours during the tournament. Additionally, expenses for paper products and printer ink used over the four-day event were not included. This year, we are experiencing rising costs across all supplies, with security expenses alone increasing by over \$1,000. The reported profit also does not reflect the user fees covered by ERC for online ticket purchases made through its POS system.
Upload profit/loss statement.	
If there is a loss, how to you cover it?	A loss would come out of our general fund.
What was the date of your event last year?	03/13/2024
Did you receive City services at your last event?	No
What area organizations do you	Each year, we collaborate with multiple community partners to deliver high-quality

Grants awarded for events are disbursed on a reimbursement basis.

All event expense receipts must be provided prior to the disbursement of City funds. Award amounts are subject to reduction based on receipts submitted and the availability of City funds.

We affirm that the information in this application is true to the best of our knowledge.

We affirm that the organization(s) seeking City of Emporia support is open to all eligible citizens regardless of race, color, sex, disability, religious affiliation, or national origin.

We affirm that neither religious education, worship, and/or political organization shall be supported by program funds if granted.

We affirm that this organization is not on any federal terrorism "watch list," including the list in Executive Order 13224, the master list of specially designated nationals and blocked persons maintained by the Treasury Department, and the list of Foreign Terrorists Organizations maintained by the State Department.

We affirm that this organization does not, will not, and has not knowingly provided financial, technical, in-kind or other material support or resources to any individual or entity that is a terrorist or terrorist organization, or that supports or funds terrorism.

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We affirm that this organization does not, will not, and has not knowingly provided financial or material support or resources to any entity that has knowingly concealed the source of funds used to carry out terrorism or support foreign terrorist organizations.

We affirm that this organization does not re-grant to organizations, individuals, programs, and/or projects outside the United States of America without compliance with IRS guidelines.

We affirm that this organization takes reasonable, affirmative steps to ensure that any funds or resources distributed or processed do not fund terrorism or terrorist organizations.

We affirm that the City of Emporia may confer and share information regarding this application with other funding agencies as it relates to the organization identified within this application.

We affirm that this organization takes reasonable steps to certify against any fraud with respect to the provision of financial, technical, in-kind, or other material support or resources to terrorists and terrorist organizations.

I/We acknowledge all information submitted is accurate. Use of these funds must not violate any state, local or Federal laws. Any illegal use of funds or misrepresentations may be subject to repayment and/or civil or criminal prosecution.

Executive Director Signature



City of Emporia Appropriations and Sponsorship Request

03/31/2025 2:23 PM (CDT)

City of Emporia Appropriations and Sponsorship Request

Please fill out the information below to be considered for the **FY 2025 Appropriations or Sponsorship Grant**.

Responses should be detailed, and all questions must be completed. Failure to provide the requested information may result in a denial.

If you have questions about the form, please contact Christine Torrens at 620-341-4304 or ctorrens@emporiaks.gov.

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By submitting an application, Applicant agrees and certifies that any funds granted by the City will not be used to buy, rent, and/or lease any furniture, fixtures, or equipment; make any building improvements; or pay any salaries, bonuses, and/or travel expenses.

Event Submission Deadline: Tuesday, April 1, 2025, by 5:00 p.m.

Name of parent company	Imaginarium
Parent company physical location address	729 Commercial Street
Organization name	Imaginarium
Complete mailing address	729 Commercial Street Emporia, Kansas 66801
Phone number	6202086363
Website address	www.emporiaimaginarium.org
Executive Director	Dell Jacob
Executive Director email	dell@emporiaimaginarium.org
Board chair	Brianna Nielsen
Board Chair email	bnielse1@amfam.com
Prepared by name and title	Dell Jacob Co-Executive Director

Please provide local contact information if different than above.

Local contact name and title	Dell Jacob
Mailing address	2407 Twin Lakes Drive Emporia, Kansas 66801
Phone number	(913) 515-6468
Email address	dell@emporiaimaginarium.org

Supervision or financial administration

i. **Name**

Jon Pool at Pool & Associates

Title

CPA

Responsibilities

Quarterly reports, 990, monthly bookkeeping, and grant tracking

Organization mission

At Imaginarium, our mission is to inspire and empower young creators through innovative STEM classes, camps, and outreach. We provide the environment and resources for individuals to explore, innovate, and make a difference in our community.

Organization Goals

Our goal is to expand Imaginarium into a state-of-the-art Science Center. This expansion will allow us to:
Increase access to STEM programming for families across Emporia and surrounding communities.
Offer hands-on exploration and learning through our discovery-based science exhibits and activities.
Establish a unique venue for private events and community gatherings, further driving tourism and downtown vitality.

Program organization/event name

Imaginarium

Funding requested from City

\$45,000

Total operating or event budget

\$345,870

What percentage of your total program budget does City funding request represent?

13%

Please, provide a detailed breakdown of how the requested funds will be allocated.

All funds will be used to enhance hands-on visitor experiences and expand our coordination of STEM outreach programs.

Is this a one-time funding request?

No

If not, provide information on why you need ongoing funding.

While we are actively working toward long-term sustainability, ongoing funding is essential to support rapid growth. As a nonprofit STEM education center, we provide low-cost and free programming, including many low-income and rural families who otherwise lack access to STEM enrichment. The fees we charge do not cover the full cost of operating Imaginarium, making continued support critical to our mission.

Ongoing funding is critical in order to maintain accessibility by keeping participation costs low, and to expand our reach through program development, and the build-out of our new science discovery center. This funding allows us to meet community needs without placing a financial burden on the families we serve.

Number served by this program in previous year.

2,178

Projected number served by this

We predict 15,000 - 20,000 visitors in 2026 - This number is based off of Children's

program in the upcoming year.	Imaginarium in Wausau, Wisconsin. Comparable facility, population, and median income. They had 40,000 visitors during their first year. Our prediction is conservative to reflect our population.
Estimated number who will stay overnight.	10% of our predicted visitors would be 1,500-2,000
Has your organization previously received funding from the City of Emporia?	Yes
If so, list dates and amounts for past three years.	
i. Dates and amounts of funding received by City of Emporia	
City of Emporia - May 20, 2025 - \$25,000 TGT - Reimbursement of \$20,000 during 2025 to be paid upon evidence of items purchased for the discovery center.	
Will you require or request any other funding or in-kind services from the City or other taxing entities?	No
Please show all in-kind matches your agency or organization receives.	Donated art supplies Emporia State University - Discounted camp rate for facility usage Emporia Main Street Fabrication Lab - Signage and fabrication
How does this program provide a benefit to Emporia?	Investing in youth-focused spaces like Imaginarium is a direct investment in Emporia's long-term growth, stability, and economic vitality. Our expansion into a full-scale STEM education and science center will provide families with engaging, high-quality programming while also acting as a catalyst for downtown tourism and economic activity. A youth centered facility attracts and retains families, strengthens the local workforce by cultivating STEM skills, and stimulates spending at nearby businesses. Beyond the economic impact, structured opportunities for youth provide a safer, more connected community where young people feel a sense of belonging and purpose. By nurturing innovation, inspiring future leaders, and positioning Emporia as a leader in STEM education, Imaginarium helps build a resilient, future ready community that families and businesses are proud to be part of.
Does your organization service areas outside of the Emporia geographical area?	Yes
If so, what are those areas?	Yes, Imaginarium regularly serves families from outside of the Emporia city limits. Many of our visitors travel from towns where similar educational opportunities do not exist. Families often drive 30-60 minutes to attend our classes, camps, and weekend activities. As a regional destination for hands-on STEM education, our programming fills a significant gap for youth and families across east-central Kansas.
Please provide documentation if you will receive funding from other cities, townships, counties, or other agencies.	 Funding from other agencies.pdf
Are services to clients free of charge or fee-based?	Fee-based

If fee-based, what is the fee?	It varies from \$25.00-\$150.00
What is the average cost to participate in your program?	Events average \$30.00 - Camps average \$150.00 - Classes average \$65.00
Will this funding request offset any municipal services?	No
Operating budget surplus	 Surplus Statement.pdf
Data to support need for increase funding	 Data to Support the Need (.pdf)
Are you aware of any pending investigations, litigation, claims, or assessments against the organization?	No
Please list your community partners.	Emporia Main Street Emporia State University Flint Hills Technical College Sacred Heart School Emporia Christian School Emporia Main Street Fabrication Lab Jane & Bernard Reeble Foundation Evergy Local Volunteers

Organization Sustainability

i. Please list other organizations (foundations, government agencies, service clubs, etc.) from which you have previously received funds or will be seeking to receive funds for your organization's program or event this year.

Name of funder

Patterson Family Foundation

What are the metrics that will determine success of the program/event?

*Note - We are currently in active discussions with PPF regarding the final funding amount and the potential for matching contributions.

ii. Please list other organizations (foundations, government agencies, service clubs, etc.) from which you have previously received funds or will be seeking to receive funds for your organization's program or event this year.

Name of funder

Walter S. & Evan C. Jones Testamentary Trust

What are the metrics that will determine success of the program/event?

*Note - We are currently in active discussions with Tony Twyman and have a face-to-face meeting scheduled on April 3, 2025.

iii. Please list other organizations (foundations, government agencies, service clubs, etc.) from which you have previously received funds or will be seeking to receive funds for your organization's program or event this year.

Name of funder

Community Development Block Grant

What are the metrics that will determine success of the program/event?

*Note - Collaboration with Garrett Nordstrom is already underway.

Are you applying for a Transient Guest Tax Appropriation for an organization or event?	Yes
How does your company/program support tourism in Emporia?	Imaginarium provides a unique, family-friendly destination that draws locals and out-of-town visitors. As the only hands-on STEM education center and children's makerspace in the area, we offer experiences that families cannot find elsewhere in the area. We regularly attract families from outside Emporia for our camps, classes, and special events. Many of these visitors also spend time at local restaurants and shops while in town, helping boost Emporia's local economy. With plans to expand into a larger facility, Imaginarium will become even more visible and accessible to travelers. The new space will draw families looking for educational, indoor activities on the weekends, school breaks, and summer vacations. We anticipate increased foot traffic downtown along with increased school field trips, family day trips, birthday parties, and events. Seeing that the Children's Imaginarium drew 40,000 visitors during its first year in operation, we anticipate anywhere from 20,000-40,000 visitors. While it's difficult to predict exact numbers in our first year, we are confident that demand for hands-on, family-friendly STEM experiences will result in strong and steady visitor numbers.
Is your parent company for profit?	No
Is your company owned locally?	Yes
Do you own a local physical retail building?	No
Do you pay local property taxes?	No
Do you collect sales tax?	Yes
How many local full-time equivalent employees (FTE) do you have?	3
If the event makes a profit, how is the profit utilized?	Since Imaginarium is a 501(c)3 any and all profits are carried into the next fiscal year.
If there is a loss, how to you cover it?	If Imaginarium experiences a shortfall, we will engage in fundraising efforts and seek additional support to fill the gap.
Did you receive City services at your last event?	No
Charitable Local Community Contributions	Imaginarium provides many in-kind donations on an annual basis. Below is a list: The Teacher's Hall of Fame: One week of camp - \$150 NLC Youth Association: Merchandise - \$75 Laps for Landon: Summer Camp and Drop-in Passes -\$178 William Allen White PTO: Merchandise & Drop-in Passes - \$50 Emporia Main Street: Birthday Party - \$180 Emporia Friends of the Zoo: \$180 Camp Hope: Summer Camp and Drop-in Passes -\$178 Morris County Library: 10 Drop-in Passes - \$70 Turkey Day Dash for Southwick House - \$200 donation Gary Fuller Memorial Shootout: 2 passes and merchandize - \$24 Madison Elementary: 4 passes & Merchandise - \$54

Total: \$1,472

Describe your marketing strategy to maximize attendance at event.

Imaginarium uses a comprehensive marketing strategy to reach families in, and around, Emporia. Our goal is to promote programs, increase visibility, and share our mission. We are active on social media platforms, which serve as our most effective tools for real-time information. Our website provides essential information about upcoming classes, camps, events, and allows families to register online. In addition to our digital platforms, we reach families through traditional methods including, paper flyers, radio ads, and newspaper articles.

What area organizations do you help?

Sacred Heart School
Emporia Christian School
Local career fairs for youth
Emporia State University

Along with everything else listed on the previous question regarding local community contributions that Imaginarium provides

Grants awarded for events are disbursed on a reimbursement basis.

All event expense receipts must be provided prior to the disbursement of City funds. Award amounts are subject to reduction based on receipts submitted and the availability of City funds.

What is the plan to keep the program/event running in the future without TGT funding?

Imaginarium is committed to long-term sustainability. Our future operations will be supported through a combination of earned income, grant funding, private donations, and partnerships. We generate consistent revenue through program fees for classes, camps, events, birthday parties, as well as admission fees for the new science center. As we grow, our capacity to serve more families will increase, leading to higher earned income. While TGT funding has been critical in our growth, and we plan to apply in the future, we are not entirely reliant on it long-term.

Upload IRS Form 990



IMAGINARIUM 990 2023.pdf

Upload most recent audit or financial review



Imaginarium September 2024 Stmt of Financial Position (1).pdf



Imaginarium September 2024 Stmt of Activities & Change in Net Assets (1).pdf

Upload organization or event detailed budget



Budget to Actual.pdf

Upload letter demonstrating 501(c)3 status



IRS Public Charity (2).pdf

Upload board membership list



Board of Directors 2025.pdf

Upload organizational chart



Imaginarium Organizational Chart.pdf

Upload anti-discrimination policy



Anti-Discrimination Policy.pdf

Upload organization by-laws



Imaginarium inc bylaws (1).pdf

We affirm that the information in this application is true to the best of our knowledge.

We affirm that the organization(s) seeking City of Emporia support is open to all eligible citizens regardless of race, color, sex, disability, religious affiliation, or national origin.

We affirm that neither religious education, worship, and/or political organization shall be supported by program funds if granted.

We affirm that this organization is not on any federal terrorism "watch list," including the list in Executive Order 13224, the master list of specially designated nationals and blocked persons maintained by the Treasury Department, and the list of Foreign Terrorists Organizations maintained by the State Department.

We affirm that this organization does not, will not, and has not knowingly provided financial, technical, in-kind or other material support or resources to any individual or entity that is a terrorist or terrorist organization, or that supports or funds terrorism.

We affirm that this organization does not, will not and has not knowingly provided or collected funds or provided material support or resources with the intention that such funds or material support or resources be used to carry out acts of terrorism.

We affirm that this organization does not, will not, and has not knowingly provided financial or material support or resources to any entity that has knowingly concealed the source of funds used to carry out terrorism or support foreign terrorist organizations.

We affirm that this organization does not re-grant to organizations, individuals, programs, and/or projects outside the United States of America without compliance with IRS guidelines.

We affirm that this organization takes reasonable, affirmative steps to ensure that any funds or resources distributed or processed do not fund terrorism or terrorist organizations.

We affirm that the City of Emporia may confer and share information regarding this application with other funding agencies as it relates to the organization identified within this application.

We affirm that this organization takes reasonable steps to certify against any fraud with respect to the provision of financial, technical, in-kind, or other material support or resources to terrorists and terrorist organizations.

I/We acknowledge all information submitted is accurate. Use of these funds must not violate any state, local or Federal laws. Any illegal use of funds or misrepresentations may be subject to repayment and/or civil or criminal prosecution.

Executive Director Signature



Imaginarium is applying for a Community Development Block Grant in 2025. We will not know the results of the grant prior to the City of Emporia application deadline. There is no other funding from cities, townships, counties, or other agencies.

Imaginarium Incorporated
Statement of Financial Position at
September 30, 2024

ASSETS	<u>September 30, 2024</u>
Current Assets	
Checking/Savings	
Checking Account	
Restricted Funds In Checking	0.00
Checking Account - Other	36,550.27
Total Checking Account	36,550.27
Withholding Bank Acct #1467	178.00
Savings Account	
Restricted Funds In Savings	47,510.03
Savings Account - Other	631.60
Total Savings Account	48,141.63
Total Checking/Savings	84,869.90
Other Current Assets	
Undeposited Funds	0.00
Due from Officer	0.00
Inventory	11,093.39
Total Other Current Assets	11,093.39
Total Current Assets	95,963.29
Fixed Assets	
Accumulated Depreciation	-14,012.00
Furniture and Equipment	
Technology	11,809.47
Furniture and Equipment - Other	4,397.09
Total Furniture and Equipment	16,206.56
Total Fixed Assets	2,194.56
TOTAL ASSETS	<u>98,157.85</u>
LIABILITIES & NET ASSETS	
Liabilities	
Current Liabilities	
Credit Cards	
Chase Ink Credit Card	190.41
Total Credit Cards	190.41
Other Current Liabilities	
Gift Card Outstanding	1,153.90
Sales Tax Payable	0.00
Payroll Liabilities	
Due to Employees	0.00
Federal 941 Payable	2,775.26
Federal Unemployment Payable	488.06
KS Withholding Payable	406.00
State Unemployment Payable	1,084.87
Total Payroll Liabilities	4,754.19
Total Other Current Liabilities	5,908.09
Total Current Liabilities	6,098.50
Long Term Liabilities	
Note Payable - ESB	11,752.91
Note Payable - Kansas Center	16,087.56
Note Payable - Sauder #9929	18,000.00
Total Long Term Liabilities	45,840.47
Total Liabilities	51,938.97
NET ASSETS	
Unrestricted Net Assets	-10,370.33
Restricted Net Assets	92,939.49
Current Increase/Decrease in Net Assets - Unrestricted	9,079.18
Current Increase/Decrease in Net Assets - Restricted	-45,429.46
TOTAL NET ASSETS	<u>46,218.88</u>
TOTAL LIABILITIES & NET ASSETS	<u>98,157.85</u>

The financial statements of Imaginarium Incorporated as of the period ended September 30, 2024, omitting all notes, were not reviewed or audited by Pool & Associate, Chartered and, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on them.

	2024 Budget	2024 Actual (thru 8/31)	2025 Budget
Program Income	\$38,000.00	\$35,847.50	\$50,000.00
School Contracts	\$20,000.00	\$15,000.00	\$10,000.00
Drop-Ins	\$4,000.00	\$2,128.00	\$5,000.00
Camps	\$50,000.00	\$56,230.00	\$60,000.00
Gift Shop	\$27,000.00	\$31,900.00	\$35,000.00
Field Trips	\$1,000.00	\$600.00	\$1,000.00
Special Events	\$8,000.00	\$2,317.00	\$2,500.00
Birthday Parties	\$3,600.00	\$1,090.00	\$4,000.00
Donations		\$3,195.00	\$5,000.00
Grants Confirmed	\$100,000.00	\$133,100.00	\$2,000.00
Grant Requests in Progress			\$35,000.00
Grants Needed			\$171,370.00
Total Revenue	\$251,600.00	\$281,407.50	\$345,870.00
Organizational Expenses			
Payroll	\$140,000.00	\$111,900.00	\$198,872.00
Payroll Taxes	\$16,000.00	\$7,824.21	\$17,898.48
Travel/ PD	\$6,000.00	\$73.65	\$2,000.00
Rent	\$18,000.00	\$9,600.00	\$17,200.00
Utilities	\$9,000.00	\$1,789	\$11,000.00
Internet/Phone	\$1,700.00	\$0.00	\$1,800.00
Insurance	\$5,000.00	\$1,644.87	\$20,000.00
Start-up Financing Repayment	\$11,800.00	\$11,800.00	\$11,800.00
Accounting/Legal	\$3,600.00	\$10,860.51	\$13,000.00
Retail Space	\$21,000.00	\$11,251.33	\$15,000.00
Bank & CC Fees	\$5,000.00	\$3,800.56	\$5,000.00

Property Taxes			
Membership & Dues	\$550.00	\$1,467.19	\$2,300.00
Misc			\$7,000.00
Programming Expenses			
Marketing and Advertising	\$9,000.00	\$5,492.82	\$9,000.00
Supplies	\$12,000.00	\$8,075.00	\$10,000.00
Technology			\$0.00
Camp Expenses	\$87,500.00		\$4,000.00
Total Expenses	\$346,150.00	\$185,579.14	\$345,870.48

Approved
Dec.3, 2024

**The increased insurance rate is not the full amount since the building won't be fully renovated in 2025

**Note: Camp expenses were moved with overall operational expenses.

City of Emporia Appropriations and Sponsorship Request

Please fill out the information below to be considered for the **FY 2025 Appropriations or Sponsorship Grant**.

Responses should be detailed, and all questions must be completed. Failure to provide the requested information may result in a denial.

If you have questions about the form, please contact Christine Torrens at 620-341-4304 or ctorrens@emporiaks.gov.

Submitting a grant application does not guarantee funds will be awarded. All completed applications will be reviewed by the Emporia City Commission. The Commission, in its sole discretion, may approve or deny requests. Any allocation awarded is subject to the availability of funds and compliance with the conditions of the award.

By submitting an application, Applicant agrees and certifies that any funds granted by the City will not be used to buy, rent, and/or lease any furniture, fixtures, or equipment; make any building improvements; or pay any salaries, bonuses, and/or travel expenses.

Event Submission Deadline: Tuesday, April 1, 2025, by 5:00 p.m.

Name of parent company	Kansas Free for Arts Inc
Parent company physical location address	722 Woodland, Emporia, KS 66801
Organization name	Kansas Fee for Arts
Complete mailing address	722 Woodland, Emporia, KS 66801
Phone number	(620) 727-1795
Website address	www.h2efest.org
Executive Director	Hank Osterhout
Executive Director email	info@h2efest.org
Board chair	Stephanie Hawley
Board Chair email	shawley461@gmail.com
Prepared by name and title	Hank Osterhout, Executive Director

Please provide local contact information if different than above.

Local contact name and title	Hank Osterhout, Executive Director
Mailing address	722 Woodland, Emporia, KS 66801
Phone number	620.727.1795
Email address	info@h2efest.org
Organization mission	Enriching the lives of Kansans through advocacy for wellness, education and stimulating arts culture.
Organization Goals	Kansas Free for Arts is an arts nonprofit organization focusing on professional development and workforce placement within the creative arts industries. Additionally, KFA aims to improve the quality of life for Kansans through the creation and implementation of public arts-based programming
Program organization/event name	Halfway to Everywhere Music and Arts Festival
Funding requested from City	\$30,000

Total operating or event budget	\$160,000
What percentage of your total program budget does City funding request represent?	19%
Please, provide a detailed breakdown of how the requested funds will be allocated.	\$15,000 will be used for artist guarantees. \$15,000 will be used for production rentals and production labor expense.
Is this a one-time funding request?	No
If not, provide information on why you need ongoing funding.	Halfway to Everywhere is a high-impact community event which requires a high cost to execute effectively. While the first four years of production (2019,2021,2022, 2023) were free to the public, the 2024 production of H2E was the first to require the purchase of a ticket for admission to the event as a means to build sustainability into the program. As a result, the 2024 season of H2E was the first to earn a small profit over its operational expenses, (roughly \$2,500). While KFA is requesting support for the 2026 production, the organization aims to continue the program's trajectory for growth, ultimately requiring fewer support dollars year-over-year until it is no longer necessary. KFA's goal is to decrease need for the City of Emporia's sponsorship by 15% per year over the next 7 years.
Number served by this program in previous year.	2500
Projected number served by this program in the upcoming year.	3500
Estimated number who will stay overnight.	1200
Has your organization previously received funding from the City of Emporia?	Yes
If so, list dates and amounts for past three years.	
i. Dates and amounts of funding received by City of Emporia August 2024- \$20,000 August 2023- \$20,000 August 2022- \$20,000	
Will you require or request any other funding or in-kind services from the City or other taxing entities?	No
Please show all in-kind matches your agency or organization receives.	\$2500- Barrier fence from Mitchell Markowitz \$10,000- Advertising from KVOE 400-500 labor hours- volunteer operations force
How does this program provide a benefit to Emporia?	H2E is the only event of its kind in Emporia. Over the course of the last decade or so, Emporia has initiated multiple assessments regarding citizens' perceptions of the community as well as challenges facing the community, both economically and culturally, ultimately identifying market gaps for services and goods. Every one of these assessments has identified the need/desire for more entertainment offerings such as live music/concerts. While H2E only provides such experiences one weekend per year, it helps to effectively soften the market for the arts and live music, making it more accessible for private business owners and local patrons alike. A second benefit of H2E to the Emporia community, is an economic boost during the weekend which it is operating. The large influx of people attending this downtown event brings with it an influx in patronage to local businesses as well as an increase in revenues realized from tourism, such as hotel stays, fuel, food and drink and retail. Yet another benefit that H2E brings to the community is youth engagement. Patronage at music and arts festivals in general skews younger than other traditional events. This helps to create a welcoming atmosphere to local teens and collegiate students who have relocated from other towns. H2E also utilizes many student-aged volunteers to help with site operations, which helps to provide education within the arts industries and also gives these young people a sense of empowerment for their role in producing such a large and entertaining event.
Does your organization service areas	Yes

outside of the Emporia geographical area?

If so, what are those areas?

KFA is a state-wide organization. In 2026, KFA will primarily be servicing Lyon County (Emporia), Crawford County (Pittsburg) and Reno County (Hutchinson). However, these locations are independently funded- funds for events in each location come from those locations. Emporia TGT sponsorship dollars will only be used for H2E in Emporia.

Are services to clients free of charge or fee-based?

Fee-based

If fee-based, what is the fee?

youth (under 5 years of age)= free; student (5-18 years of age)= \$5; general admission= \$20-\$30

What is the average cost to participate in your program?

\$17.50

Will this funding request offset any municipal services?

No

Operating budget surplus



H2E2024 budget.xlsx

Data to support need for increase funding



Increase Request Justification.pdf

Are you aware of any pending investigations, litigation, claims, or assessments against the organization?

No

Please list your community partners.

KVOE
Visit Emporia
Emporia State University
Mitchell Markowitz Construction
Lyon County State Bank

Are you applying for a Transient Guest Tax Appropriation for an organization or event?

Yes

How does your company/program support tourism in Emporia?

H2E has drawn crowds of 2,500-7,000 people in its 5 years of operation. Consistently, 35% of H2E's crowds are visitors from out of town. While some patrons travel from as far as 1,000 miles away, the majority of KFA's visitors come from Kansas City, Wichita, Lawrence, Lincoln/Omaha and Tulsa.

Is your parent company for profit?

No

Is your company owned locally?

Yes

Do you own a local physical retail building?

No

Do you pay local property taxes?

No

Do you collect sales tax?

No

How many local full-time equivalent employees (FTE) do you have?

1

If the event makes a profit, how is the profit utilized?

As KFA is a nonprofit organization, all profits are rolled into the following year's operational budget.

If there is a loss, how to you cover it?

Small losses (under \$10,000) are generally covered through donations from the Executive Director, members of the board of directors or private donors from the community. In the past, larger losses have been covered through bank loans, which are paid off in a year's term.

What was the date of your event last year?

09/07/2024

Did you receive City services at your last

Yes

event?

If yes, list each City service.

Trash and Recycling

Charitable Local Community Contributions

Kansas Free for Arts has made a variety of in-kind donations to a variety of organizations, usually by providing, hosting or facilitating educational workshops. Such in-kind donations include providing programming for: the United Way of the Flint Hills' summer lunch program, the Emporia Public Library's arts program, Mobilizing Literacy's Summer Climbin' program, Kansas Works career day at Walnut Elementary, Village Elementary Talent Show, Entrepreneurial Studies lecture series at ESU, Hispanics of Today and Tomorrow's Dia De Los Muertos, and a multitude of others.

Describe your marketing strategy to maximize attendance at event.

KFA utilizes the artwork of designer Josh Finley for all of its festival posters and materials. These designs have created a consistent brand for the festival which is easily recognizable to past patrons and vibrant and attractive to new ones. KFA prints over 1,000 of these tabloid-sized posters which are distributed in major populated areas within a 500 mile radius of Emporia. This usually includes: Lawrence, Topeka, KC, Wichita, Hutchinson, Joplin, Springfield, Columbia, Tulsa, Oklahoma City, Lincoln, Omaha, Denver, Fort Collins, Boulder, Fayetteville, Fort Smith, Eureka Springs, Chicago, Carbondale, Shreveport and Denton.

Additionally, KFA utilizes most social media platforms including: Facebook, Instagram (Meta services), TikTok, Youtube and Snapchat. This includes organic, interactive content such as photo contests, quizzes, discussion threads and interviews, as well as paid advertisements- both informative and calls to action. Social media activity coupled with search engine optimization then leads interested patrons to the H2E website where they can find more information about the event, the artists to be featured, visual arts vendors and where tickets can be purchased. KFA also utilizes more traditional forms of advertisement such as regional terrestrial radio stations, including KVOE, MyTown Media, Kansas Public Radio, and seeks out interviews and write-ups from arts and entertainment periodicals, blogs and podcasts.

What area organizations do you help?

Hispanics of Today and Tomorrow, Goodway Gardens, Emporia First Friday, Emporia State University, Emporia Unified Schools

How many events do you sponsor?

3

Grants awarded for events are disbursed on a reimbursement basis.

All event expense receipts must be provided prior to the disbursement of City funds. Award amounts are subject to reduction based on receipts submitted and the availability of City funds.

What is the plan to keep the program/event running in the future without TGT funding?

KFA plans to reduce its overhead expenses for the 2025 production by consolidating the number of stage production rentals, while also increasing its marketing reach through strategic partnerships with other transient guest populations such as the cycling, disc golf and collegiate communities. Upon successful implementation of this strategy, H2E will have a greater financial standing following the 2025 event which will allow it to initiate the accelerated planning process (as described above) for the 2026 production. If the strategy proves successful, KFA will permanently adopt this method of funding until its need for TGT dollars has been totally mitigated.

Upload IRS Form 990

f990ezKFA.pdf

Upload organization or event detailed budget

As Halfway to Everywhere 2026 is over 19 months away and Halfway to Everywhere 2025 is ir

Upload letter demonstrating 501(c)3 status

KFA IRS letter of acceptance.pdf

Upload board membership list

KFA board list 2024.pdf

Upload organizational chart

KFA organizational structure 2019-2020.pptx

Upload anti-discrimination policy

Anti-Discrimination-Policy.pdf

Upload organization by-laws

KFA Bylaws 7.30.doc.pdf

We affirm that the information in this application is true to the best of our knowledge.

Submission ID: 00047401-01ab-4d1a-8793-cbd92f0c1de4 Receipt ID: GRBNSWPW-04/25

Page 201 of 255 Page 4/5

We affirm that the organization(s) seeking City of Emporia support is open to all eligible citizens regardless of race, color, sex, disability, religious affiliation, or national origin.

We affirm that neither religious education, worship, and/or political organization shall be supported by program funds if granted.

We affirm that this organization is not on any federal terrorism "watch list," including the list in Executive Order 13224, the master list of specially designated nationals and blocked persons maintained by the Treasury Department, and the list of Foreign Terrorists Organizations maintained by the State Department.

We affirm that this organization does not, will not, and has not knowingly provided financial, technical, in-kind or other material support or resources to any individual or entity that is a terrorist or terrorist organization, or that supports or funds terrorism.

We affirm that this organization does not, will not and has not knowingly provided or collected funds or provided material support or resources with the intention that such funds or material support or resources be used to carry out acts of terrorism.

We affirm that this organization does not, will not, and has not knowingly provided financial or material support or resources to any entity that has knowingly concealed the source of funds used to carry out terrorism or support foreign terrorist organizations.

We affirm that this organization does not re-grant to organizations, individuals, programs, and/or projects outside the United States of America without compliance with IRS guidelines.

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I/We acknowledge all information submitted is accurate. Use of these funds must not violate any state, local or Federal laws. Any illegal use of funds or misrepresentations may be subject to repayment and/or civil or criminal prosecution.

Executive Director Signature



item	2022	2023	2024
Band Guarantees	\$55,250	\$62,000	\$39,250
Production (rentals)	\$19,600	\$19,005	\$19,856
Production (crew)/operations	\$2,800	\$2,100	\$3,000
Graphics	\$1,000	\$1,000	\$2,000
Printing	\$2,400	\$1,800	\$1,650
Merchandise	\$2,100	\$1,400	\$1,600
Porta Potties	\$1,200	\$1,200	\$1,231
Fencing	\$2,100	\$2,100	\$2,500
Security	\$1,400	\$1,350	\$845
operations crew	0	0	\$11,600
insurance	\$450	\$450	\$400
Ads	\$11,000	\$11,500	\$12,000
hospitality (meals)	\$750	\$800	\$700
hotels	\$2,500	\$2,200	\$1,800
backline	0	0	\$750
total	\$102,550	\$106,905	\$99,182
In Kind Donations	\$18,500	\$18,500	\$17,500
Total cash expense	\$84,050	\$88,405	\$81,682
Income			
Grants/donations/sponsors	\$47,000	\$57,000	\$58,000
Merchandise sales	\$4,800	\$3,200	\$3,000
Vending	\$3,600	\$300	\$2,800
Program Ads	\$2,800	\$3,225	\$2,100
Ticket Sales	\$1,450	\$1,125	\$18,325
Gross Income	\$59,650	\$64,850	\$84,225
Net Income	-\$24,400	-\$23,555	\$2,543

item	2024
Band Guarantees	\$39,250
Production (rentals)	\$19,856
Production (crew)/operations	\$3,000
Graphics	\$2,000
Printing	\$1,650
Merchandise	\$1,600
Porta Potties	\$1,231
Fencing	\$2,500
Security	\$845
operations crew	\$11,600
insurance	\$400
Ads	\$12,000
hospitality (meals)	\$700
hotels	\$1,800
backline	\$750

total **\$99,182**

In Kind Donations **\$17,500**

Total cash expense **\$81,682**

Income

Grants/donations/sponsors	\$58,000
Merchandise sales	\$3,000
Vending	\$2,800
Program Ads	\$2,100
Ticket Sales	\$18,325

Gross Income **\$84,225**

Net Income **\$2,543** *net income from any year goes into the following year

's production costs

City of Emporia Appropriations and Sponsorship Request

03/28/2025 4:12 PM (CDT)

City of Emporia Appropriations and Sponsorship Request

Please fill out the information below to be considered for the **FY 2025 Appropriations or Sponsorship Grant**.

Responses should be detailed, and all questions must be completed. Failure to provide the requested information may result in a denial.

If you have questions about the form, please contact Christine Torrens at 620-341-4304 or ctorrens@emporiaks.gov.

Submitting a grant application does not guarantee funds will be awarded. All completed applications will be reviewed by the Emporia City Commission. The Commission, in its sole discretion, may approve or deny requests. Any allocation awarded is subject to the availability of funds and compliance with the conditions of the award.

By submitting an application, Applicant agrees and certifies that any funds granted by the City will not be used to buy, rent, and/or lease any furniture, fixtures, or equipment; make any building improvements; or pay any salaries, bonuses, and/or travel expenses.

Event Submission Deadline: Tuesday, April 1, 2025, by 5:00 p.m.

Name of parent company	Lyon County Historical Society
Parent company physical location address	711 Commercial Street, Emporia, KS 66801
Organization name	Lyon County History Center
Complete mailing address	711 Commercial Street, Emporia, KS 66801
Phone number	6203406312
Website address	explorelyoncounty.org
Executive Director	J. Greg Jordan
Executive Director email	lycomu@osprey.net
Board chair	Kevin Johnson
Board Chair email	kbjlaw@gmail.com
Prepared by name and title	J. Greg Jordan Executive Director

Please provide local contact information if different than above.

Supervision or financial administration

- i. **Name**
Roy Gallup
- Title**

LCHS Treasurer

Responsibilities

Financial oversight and control

ii. **Name**

Patty Ortega

Title

Bookkeeper

Responsibilities

Data input, financial reports, accounts receivable and payable

iii. **Name**

Whitmore CPA

Title

CPA

Responsibilities

990, Audit, Tax filings - Quarterly Statements

Organization mission

The Lyon County Historical Society saves and shares the diverse history and culture of Lyon County, Kansas and welcomes all to experience stories that will inspire connections, ignite conversations, and instill community pride.

Organization Goals

Operate a community-centered history center and repository for tangible items of Lyon County, Kansas history and culture. Sharing history and culture for all of our visitors and to be at the center of discovery, engagement, and change.

Program organization/event name Lyon County History Center

Funding requested from City \$30,000.00

Total operating or event budget 197,600

What percentage of your total program budget does City funding request represent? 15%

Provide profit/loss statement.



2025 Budget .xlsx

Please, provide a detailed breakdown of how the requested funds will be allocated.

2026 marks the 250th anniversary of the founding of the United States of America. We are planning numerous activities to recognize this monumental event. We will have unique exhibits, speakers, and handouts that chronicle this very special happening. We anticipate a record number of visitors to the Lyon County History Center.

We request funding for the following.

Marketing, including Digital/Print/Radio and social media- \$5,775

Educational handouts including children's books - \$5,000

Display items such as enlarged photographs, movable walls, traveling exhibits, banners - \$11,500

Portable public address system - \$2,500
TOTAL funds requested from TGT funds - \$24,775

Is this a one-time funding request? Yes

Number served by this program in previous year. 20000+

Projected number served by this program in the upcoming year. 25,000+

Estimated number who will stay overnight. 300

Has your organization previously received funding from the City of Emporia? Yes

If so, list dates and amounts for past three years.

i. **Dates and amounts of funding received by City of Emporia**

2015 - \$15,000 for Story Teller Capital Campaign donation

Will you require or request any other funding or in-kind services from the City or other taxing entities? No

How does this program provide a benefit to Emporia? This will promote and enhance the visibility and recognition of Emporia and Lyon County as The HOME of the nationwide celebration of Veterans Day. As 2026 is the 250th anniversary of the founding of the United States of America and the sacrifice of our veterans is critical to that formation and continuation, we want to provide as much of our History to everyone who comes our way. Often times, especially during large events such as the Glass Blown Open or Unbound Gravel races, the History Center serves as the only point of information about Emporia and Lyon County and our place in history. The Lyon County Historical Society has been in business since 1937. We are an Emporia and Lyon County Institution.

Does your organization service areas outside of the Emporia geographical area? Yes

If so, what are those areas? Emporia and Lyon County and all other counties that circumvent Lyon County.

Please provide documentation if you will receive funding from other cities, townships, counties, or other agencies.



2025 county Fund Budget.pdf

Are services to clients free of charge or fee-based? Fee-based

If fee-based, what is the fee? We charge \$50 per hour during business hours to rent the third floor of our building and \$100 per hour for rentals outside of those parameters.

What is the average cost to For simply touring the exhibits on display at the History Center, the average cost

participate in your program?	is free.
Will this funding request offset any municipal services?	No
Are you aware of any pending investigations, litigation, claims, or assessments against the organization?	No
Please list your community partners.	Emporia State University Business Department, Education Department, Art Department, Teachers College. USD 251, 252, 253. School districts from surrounding counties. Emporia Area Chamber of Commerce, Visit Emporia, Emporia Mainstreet, City of Emporia, Lyon County. H.O.T.T., Emporia Community Foundation, Kiwanis, Lion Club, Optimists Club, Rotary Club. Unbound Gravel,
Are you applying for a Transient Guest Tax Appropriation for an organization or event?	Yes
How does your company/program support tourism in Emporia?	We are the only entity actively engaged in saving and sharing stories of Lyon County, Kansas history and culture. According to both Visit Emporia and Emporia Mainstreet's analytics, the Lyon County History Center is the second most visited location in downtown Emporia. Last year was a banner year for us as we attracted over 20,000 to our location.
Is your parent company for profit?	No
Is your company owned locally?	Yes
Do you own a local physical retail building?	Yes
Do you pay local property taxes?	No
Do you collect sales tax?	Yes
How many local full-time equivalent employees (FTE) do you have?	3
If the event makes a profit, how is the profit utilized?	All monies realized from LCHC activities are reinvested into operations and endowment for future use.
Upload profit/loss statement.	 Profit Loss 25.pdf
If there is a loss, how to you cover it?	The LCHS Board of Trustees has worked diligently to safeguard the organization by establishing an endowment to cover losses if they occur.
Did you receive City services at your last event?	No
Charitable Local Community Contributions	We partner with the following organizations helping them in many ways thruout the year. Emporia State University Business Department, Education Department, Art Department, Teachers College. USD 251, 252, 253. School districts from surrounding counties. Emporia Area Chamber of Commerce, Visit Emporia, Emporia Mainstreet, City of Emporia, Lyon County. H.O.T.T., Emporia Community Foundation, Kiwanis, Lion Club, Optimists Club, Rotary Club. Unbound Gravel,

Describe your marketing strategy to maximize attendance at event.

We utilize a variety of methods. We use all of our social media platforms to announce activities, events or happenings. We send information to all of our members. We announce events on local public radio at least three times per month.

What area organizations do you help?

Emporia State University Business Department, Education Department, Art Department, Teachers College. USD 251, 252, 253. School districts from surrounding counties. Emporia Area Chamber of Commerce, Visit Emporia, Emporia Mainstreet, City of Emporia, Lyon County. H.O.T.T., Emporia Community Foundation, Kiwanis, Lion Club, Optimists Club, Rotary Club. Unbound Gravel,

How many events do you sponsor?

12

Grants awarded for events are disbursed on a reimbursement basis. All event expense receipts must be provided prior to the disbursement of City funds. Award amounts are subject to reduction based on receipts submitted and the availability of City funds.

What is the plan to keep the program/event running in the future without TGT funding?

We will continue to do what we do best, that is, the preservation and education of Lyon County Kansas history. We will do this at whatever funding level we achieve.

Upload IRS Form 990

 990 2022 LCHS.pdf

Upload most recent audit or financial review

 990 2022 LCHS.pdf

Upload organization or event detailed budget

 2025 Budget .xlsx

Upload letter demonstrating 501(c)3 status

INTERNAL REVENUE SERVICE
District Director

LYON COUNTY HISTORICAL
SOCIETY AND MUSEUM
118 East 6th Avenue
Emporia, KS. 66838

DEPARTMENT OF THE TREASURY
1100 Commerce St., Dallas, TX 75241

Person to Contact:
EP/EO Correspondence Examiner
Theresa Helms
Telephone Number:
(214)757-1162

Refer Reply to:
EP/EO SPS 4348 del
Date: April 05, 1994

IRN: 43-8022462

Dear Sir or Madam:

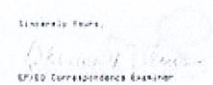
Our records show that LYON COUNTY HISTORICAL SOCIETY AND MUSEUM

is exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. This exemption was granted NOVEMBER 1971 and remains in full force and effect. Contributions to your organization are deductible in the manner and to the extent provided by section 170 of the Code.

We have classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Internal Revenue Code because you are an organization described in section 501(c)(3).

If we may be of further assistance, please contact the person whose name and telephone number are shown above.

Sincerely yours,


EP/EO Correspondence Examiner

Upload board membership list

 2025board.docx

Upload organizational chart LCHS Organization Chart.docx**Upload anti-discrimination policy** LCHS Code of Ethics Final2021.docx**Upload organization by-laws** LCHS By-Laws FINAL 02.2021.docx

We affirm that the information in this application is true to the best of our knowledge.

We affirm that the organization(s) seeking City of Emporia support is open to all eligible citizens regardless of race, color, sex, disability, religious affiliation, or national origin.

We affirm that neither religious education, worship, and/or political organization shall be supported by program funds if granted.

We affirm that this organization is not on any federal terrorism "watch list," including the list in Executive Order 13224, the master list of specially designated nationals and blocked persons maintained by the Treasury Department, and the list of Foreign Terrorists Organizations maintained by the State Department.

We affirm that this organization does not, will not, and has not knowingly provided financial, technical, in-kind or other material support or resources to any individual or entity that is a terrorist or terrorist organization, or that supports or funds terrorism.

We affirm that this organization does not, will not and has not knowingly provided or collected funds or provided material support or resources with the intention that such funds or material support or resources be used to carry out acts of terrorism.

We affirm that this organization does not, will not, and has not knowingly provided financial or material support or resources to any entity that has knowingly concealed the source of funds used to carry out terrorism or support foreign terrorist organizations.

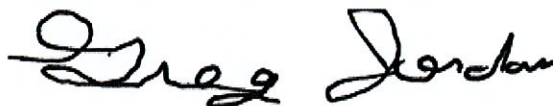
We affirm that this organization does not re-grant to organizations, individuals, programs, and/or projects outside the United States of America without compliance with IRS guidelines.

We affirm that this organization takes reasonable, affirmative steps to ensure that any funds or resources distributed or processed do not fund terrorism or terrorist organizations.

We affirm that the City of Emporia may confer and share information regarding this application with other funding agencies as it relates to the organization identified within this application.

We affirm that this organization takes reasonable steps to certify against any fraud with respect to the provision of financial, technical, in-kind, or other material support or resources to terrorists and terrorist organizations.

I/We acknowledge all information submitted is accurate. Use of these funds must not violate any state, local or Federal laws. Any illegal use of funds or misrepresentations may be subject to repayment and/or civil or criminal prosecution.

Executive Director Signature

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2025 Fund Budget				
Fund	Dept	Description	2024 Budget	2025 Budget
10	01	commission	\$ 340,240	\$ 325,212
10	02	clerk	\$ 336,230	\$ 329,730
10	03	treasurer	\$ 418,761	\$ 431,450
10	04	attorney	\$ 1,622,500	\$ 1,729,900
10	05	reg of deeds	\$ 345,040	\$ 382,290
10	06	solid waste	\$ 19,600	\$ 19,600
10	07	district court	\$ 681,915	\$ 681,915
10	08	courthouse general	\$ 201,000	\$ 201,000
10	09	human resources	\$ 187,000	\$ 207,500
10	10	emergency management	\$ 207,971	\$ 221,966
10	11	corrections	\$ 432,200	\$ 472,073
10	12	coroner	\$ 105,000	\$ 110,000
10	15	zoning	\$ 143,951	\$ 147,346
10	16	finance & payroll	\$ 394,834	\$ 489,022
10	17	sheriff	\$ 3,410,977	\$ 3,661,195
10	18	county general	\$ 146,500	\$ 146,500
10	20	jail	\$ 3,662,463	\$ 3,827,852
10	21	elections	\$ 444,375	\$ 451,700
10	22	extension	\$ 330,000	\$ 380,000
10	25	appraiser	\$ 745,600	\$ 805,750
10	28	Dispatch	2,106,100	\$ 1,586,475
10	29	historical	\$ 120,000	\$ 120,000
10	30	soil conservation	\$ 35,000	\$ 35,000
10	31	hazardous household	\$ 125,800	\$ 126,800
10	32	admin services	\$ 111,500	\$ 119,700
10	33	Bad Debts Collections	\$ 301,563	\$ 265,700
10	36	fair board	\$ 60,000	\$ 60,000
10	46	fair grounds	\$ 42,640	\$ 46,045
10	51	Information Technology	\$ 336,526	\$ 344,413
10	58	employee benefit	\$ 271,000	\$ 290,000
10	61	aging	\$ 386,501	\$ 424,741
10	62	Mobility Manager		\$ 95,000
10	6364	lcat	\$ 1,092,130	\$ 1,101,930
10	70	facilities	\$ 1,748,833	\$ 1,839,375
Total General Fund			\$ 20,913,750	\$ 21,477,180

Fund	Dept	Description	2024 Budget	2025 Budget
10		Total General Fund	20,913,750	21,477,180
11		Road and Bridge	7,284,687	7,813,687
17		Multi Year	5,811,618	4,351,785
23		Mental Health	400,000	412,000
25		Newman Hospital	500,000	650,000
26		Noxious Weeds	531,906	537,220
28		Hetlinger	37,000	37,000
33		Special Bridge	822,545	822,545
41		Special R & B	450,000	450,000
53		Tort Liability	507,500	625,000
66		Health	650,000	650,000
County Total			\$ 37,909,006	37,826,417

Lyon County Historical Society

Profit Loss

January - December 2024

	TOTAL
Revenue	
30000 Gift Gallery	2,906.33
30010 Shipping	-10.80
30020 Sales	3,176.18
Total 30000 Gift Gallery	6,071.71
30100 H. Society.	0.00
30110 Room Rental	9,801.15
30115 Miscellaneous Income	117.26
30120 Admission Donations	2,034.00
30140 Lyon County Monies	120,000.00
30160 Memberships	3,460.00
30170 Donations	32,852.61
30173 Museum	16.28
30175 Donations-General	2,400.00
Total 30170 Donations	35,268.89
30180 Grants	0.00
30182 Library of Congress Grant	1,400.00
Total 30180 Grants	1,400.00
30190 Kates-Curry-Groz-Internships	3,300.00
30200 Special Events	0.00
30222 Vintage Base Ball	450.00
Total 30200 Special Events	450.00
30230 Interest	23.92
30234 Interest Income - Savings	255.43
Total 30230 Interest	279.35
30240 Research Fees	560.00
30310 Memorials	270.00
30320 Insurance Proceeds	723.23
30330 Refunds, Vendor	-200.00
Total 30100 H. Society.	177,463.88
30500 Howe House	0.00
30590 Special Events	-4.95
Total 30500 Howe House	-4.95
30700 Comprehensive Campaign.	0.00
30710 Assets Released from Restrict.	1,237.59
Total 30700 Comprehensive Campaign.	1,237.59
Total Revenue	\$184,768.23

Lyon County Historical Society

Profit Loss

January - December 2024

	TOTAL
Cost of Goods Sold	
40000 Cost of Goods Sold	763.19
Total Cost of Goods Sold	\$763.19
GROSS PROFIT	\$184,005.04
Expenditures	
51000 Comprehensive Campaign	0.00
51020 Banking Fees	-7.43
51050 Building Maintenance	1,135.57
51090 Equipment	108.50
51190 Other	0.00
51191 Furniture	52.07
Total 51190 Other	52.07
51200 Remodeling	2,056.17
51310 Utilities	175.76
Total 51000 Comprehensive Campaign	3,520.64
51155 Library of Congress Grant	-1,000.00
52000 Computer Expense	195.94
53000 Depreciation Expense	46,870.93
54000 Gift.Gallery	0.00
54010 Advertising	1,084.97
54020 Banking Fee	109.45
54050 Office Supplies	8,369.33
54055 Square Fee	96.52
54090 Disposal of Inventory	153.16
Total 54000 Gift.Gallery	9,813.43
55000 H. Society	0.00
55010 Accounting Expense	10,172.53
55030 Bank Charges	99.76
55060 Build Main	510.03
55062 Maint/Supplies Museum	260.00
Total 55060 Build Main	770.03
55100 Contingency	180.00
55110 Dues/Subscriptions	990.14
55130 Equip Maint	5,640.95
55140 Equip Purchase	439.24
55150 Exhibits	-0.68
55170 Historical Soc	189.21
55180 Insurance, Bldg/Liability	6,658.16
55190 Insurance, D & O	953.00
55200 Insurance, WorkComp	432.00
55205 BCBS Medical Insurance	3,450.00

Lyon County Historical Society

Profit Loss

January - December 2024

	TOTAL
55210 Marketing	2,111.05
55212 Marketing-General	80.00
Total 55210 Marketing	2,191.05
55220 Membership	-1,540.00
55225 PayPal Fee	82.89
55240 Supplies	1,658.73
55243 Office Supplies, MU	227.35
55245 Supplies & Small Equipment	4,889.81
55246 Housekeeping Supplies	89.24
Total 55240 Supplies	6,865.13
55250 Payroll Expenses	0.00
55251 KS Unemployment Tax	88.65
55252 Payroll-Society FICA	7,963.73
55254 Wages	108,561.89
Total 55250 Payroll Expenses	116,614.27
55260 Postage	628.22
55270 Penalties, Payroll Tax	49.80
55280 Printing	161.40
55290 Rent, Museum Bldg.	225.00
55300 Security System	3,469.70
55400 Special Events	0.00
55401 Annual Meeting	104.00
55408 Bus Tour	810.00
55429 Vintage Base Ball	784.95
55450 General	339.35
Total 55400 Special Events	2,038.30
55500 Storage Rental	880.00
55510 Training & Travel	1,062.67
55600 Telephone/Internet Service	0.00
55635 Phone/Internet Service-MU	4,881.15
Total 55600 Telephone/Internet Service	4,881.15
55700 Utilities	2,345.03
55710 Utilities, 709	943.57
55714 Gas Service 709	2,617.73
Total 55710 Utilities, 709	3,561.30
55730 Utilities, MU	0.00
55734 Gas Service 118	1,092.58
Total 55730 Utilities, MU	1,092.58
Total 55700 Utilities	6,998.91
56000 Meals & Entertainment	563.86

Lyon County Historical Society

Profit Loss

January - December 2024

	TOTAL
58500 Museum	0.00
58510 Archives	357.80
58530 Discretionary	70.00
Total 58500 Museum	427.80
Total 55000 H. Society	175,574.49
55235 Restrictive Funds Expense	132.54
59000 Howe House - 315	107.73
59030 Caretaker	600.00
59080 Insurance, HH	3,600.00
59090 Lawn Care	4,730.00
59100 Major Maint/Repairs	10,283.63
59150 Utilities	8,757.27
Total 59000 Howe House - 315	28,078.63
Total Expenditures	\$263,186.60
NET OPERATING REVENUE	\$ -79,181.56
Other Revenue	
70500 Net Assets With Donor Restricti	0.00
70533 Assets Rel from Rest.-Preston	-1,237.59
Total 70500 Net Assets With Donor Restricti	-1,237.59
Total Other Revenue	\$ -1,237.59
NET OTHER REVENUE	\$ -1,237.59
NET REVENUE	\$ -80,419.15

City of Emporia Appropriations and Sponsorship Request

03/26/2025 4:29 PM (CDT)

City of Emporia Appropriations and Sponsorship Request

Please fill out the information below to be considered for the **FY 2025 Appropriations or Sponsorship Grant**.

Responses should be detailed, and all questions must be completed. Failure to provide the requested information may result in a denial.

If you have questions about the form, please contact Christine Torrens at 620-341-4304 or ctorrens@emporiaks.gov.

Submitting a grant application does not guarantee funds will be awarded. All completed applications will be reviewed by the Emporia City Commission. The Commission, in its sole discretion, may approve or deny requests. Any allocation awarded is subject to the availability of funds and compliance with the conditions of the award.

By submitting an application, Applicant agrees and certifies that any funds granted by the City will not be used to buy, rent, and/or lease any furniture, fixtures, or equipment; make any building improvements; or pay any salaries, bonuses, and/or travel expenses.

Event Submission Deadline: Tuesday, April 1, 2025, by 5:00 p.m.

Name of parent company	National Teachers Hall of Fame
Parent company physical location address	1 Kellogg Circle, CB 4017 Emporia, KS 66801
Organization name	National Teachers Hall of Fame
Complete mailing address	1 Kellogg Circle, CB 4017 Emporia, KS 66801
Phone number	620-341-5660
Website address	www.nthf.org
Executive Director	Maddie Fennell
Executive Director email	mfennell@emporia.edu
Board chair	Craig Martin
Board Chair email	craig@pegasussprings.org
Prepared by name and title	Maddie Fennell, Executive Director

Please provide local contact information if different than above.

Local contact name and title	Bob Haselhuhn
Mailing address	1 Kellogg Circle, CB 4017 Emporia, KS 66801
Phone number	620-341-5660
Email address	rhaselhu@emporia.edu

Supervision or financial administration

i. **Name**

Hanna Vaandering

Title

Board Treasurer

Responsibilities

Approval of Payments, preparation of budget

Organization mission	The mission of The National Teachers Hall of Fame is to recognize and honor exceptional career teachers, encourage excellence in teaching, and preserve the rich heritage of the teaching profession in the United States.
Organization Goals	• Redesigning our website and enhancing our online presence • Reimagining our museum and illuminating the history of teaching • Strengthening our financial management and sustainability • Expanding our outreach and welcoming new friends • Harnessing the remarkable talents of our inductees
Program organization/event name	NTHF Induction Week
Funding requested from City	10,000
Total operating or event budget	33,400
What percentage of your total program budget does City funding request represent?	4.3%
Provide profit/loss statement.	 02.February 2025 NTHF Monthly Financial Reports.pdf
Please, provide a detailed breakdown of how the requested funds will be allocated.	\$8,000 hotel costs in Emporia \$2,000 for host family expenses in Emporia (meals and transportation to/from KC)
Is this a one-time funding request?	No
If not, provide information on why you need ongoing funding.	We hold the induction event in Emporia every year and would appreciate assistance from the City of Emporia in doing so.
Number served by this program in previous year.	120
Projected number served by this program in the upcoming year.	180
Estimated number who will stay	20

overnight.

Has your organization previously received funding from the City of Emporia? Yes

If so, list dates and amounts for past three years.

i. Dates and amounts of funding received by City of Emporia

We will receive \$10,000 this May from the City of Emporia.

Will you require or request any other funding or in-kind services from the City or other taxing entities? No

Please show all in-kind matches your agency or organization receives. KVOE provides live broadcasting of the National Memorial Rededication Emporia State Federal Credit Union sponsors a welcome dinner for inductees

How does this program provide a benefit to Emporia? The National Teachers Hall of Fame Induction Week and the Rededication of the National Memorial to Fallen Educators are strongly held traditions in "Teacher Town USA." These events bring our inductees, their families/guests, the National Education Support Person of the year, the families of fallen educators to Emporia and other supporters and guests to experience the hospitality of Emporia.

This year we are expanding our outreach by partnering with CBS Mornings. On May 19th, there will be a 6 minute broadcast about NTHF and our inductees, as well as an on-air live event with the inductees. This will provide tremendous exposure for the Hall and Emporia. To prepare for this expanded exposure, we have rebuilt our website and are "refreshing" the museum with new paint, lighting and curated exhibits to highlight education topics. We are also partnering with the Kansas Art Education Association to develop an exhibit which will promote arts education and the KAEA Teacher of the Year.

Does your organization service areas outside of the Emporia geographical area? No

Are services to clients free of charge or fee-based? Free of charge

Will this funding request offset any municipal services? No

Are you aware of any pending investigations, litigation, claims, or assessments against the organization? No

Please list your community partners. Host Families for 2024: A'Kena Long-Benton and Larry Benton; Lori Capes; Scott Capes; Steve and Nina Haught; Lynn Lang; Ken and Kathy Weaver
Randy Atherton
Complete Works LLC
E.L. & Z. Irene Hopkins Foundation
Emporia Chamber of Commerce
The Emporia Gazette
Emporia Municipal Band
Emporia Public Library

Emporia State Federal Credit Union
Jane & Bernard Reeble Foundation
John Forsythe
Stephen and Nina Haught
Roger Heineken
Holiday Inn Express
Kansas NEA
KVOE
Longbine Autoplaza
Lyon County History Center
Darla Mallein
Riverside Garden Florist
Paula Sauder
Preston Family Foundation
Judy Schroeder
Tyson Foods
USD 253
Visit Emporia

Are you applying for a Transient
Guest Tax Appropriation for an
organization or event?

No

Upload IRS Form 990



2023 990.pdf

Upload most recent audit or
financial review



02.February 2025 NTHF Monthly Financial Reports.pdf

Upload organization or event
detailed budget



2025 Budget.xlsx

Upload letter demonstrating
501(c)3 status



EIN Federal Tax Exemption letter.pdf

Upload board membership list



2024-2025 Board of Trustees and Staff.pdf

Upload anti-discrimination policy



NTHF Policy Manual - Approved by BOT March 18 2025.pdf

Upload organization by-laws



By-Laws Approved 10.14.23 Electronic language highlighted.pdf

We affirm that the information in this application is true to the best of our knowledge.

We affirm that the organization(s) seeking City of Emporia support is open to all eligible citizens regardless of race, color, sex, disability, religious affiliation, or national origin.

We affirm that neither religious education, worship, and/or political organization shall be supported by program funds if granted.

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I/We acknowledge all information submitted is accurate. Use of these funds must not violate any state, local or Federal laws. Any illegal use of funds or misrepresentations may be subject to repayment and/or civil or criminal prosecution.

Executive Director Signature

Madeline L Fennell

Management Report

The National Teachers Hall of Fame

For the period ended February 28, 2025



Prepared by

Megan Leestma

Prepared on

March 6, 2025

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NTHF Monthly Financial Reports:NTHF P&L Last Month by Class

February 2025

	General Op Budget	Memorial	TOTAL
INCOME			
Contributions, Gifts, & Grants			0.00
Board of Trustees	109.99		109.99
Education Associations	300.00		300.00
Individual Donors	5.00		5.00
Total Contributions, Gifts, & Grants	414.99		414.99
Fundraising			0.00
Induction Direct Donations	4,550.00		4,550.00
Total Fundraising	4,550.00		4,550.00
Memorial to Fallen Educators Donations			0.00
Donations		700.00	700.00
Pavers		600.00	600.00
Total Memorial to Fallen Educators Donations		1,300.00	1,300.00
Other	-66.70		-66.70
Total Income	4,898.29	1,300.00	6,198.29
GROSS PROFIT			
	4,898.29	1,300.00	6,198.29
EXPENSES			
Emporia Induction			0.00
Other	126.00		126.00
Total Emporia Induction	126.00		126.00
Fundraising Expenses			0.00
Wall of Fame	196.40		196.40
Total Fundraising Expenses	196.40		196.40
General Expenses			0.00
Bookkeeper	325.00		325.00
Credit Card Processing	16.19		16.19
Memberships/Subscriptions	-718.43		-718.43
Museum Upkeep	8.64		8.64
Office Equipment Rental (copier)	99.85		99.85
Telephone (long distance)	38.60		38.60
Website	2,793.85		2,793.85
Total General Expenses	2,563.70		2,563.70
Induction Expenses			0.00
Award Plaques	750.00		750.00
Total Induction Expenses	750.00		750.00
Professional Services and Staff Expenses			0.00

	General Op Budget	Memorial	TOTAL
Administrative Assistant	3,177.53		3,177.53
Executive Assistant	212.53		212.53
Executive Director	2,500.00		2,500.00
Payroll Taxes	425.72		425.72
Total Professional Services and Staff Expenses	6,315.78		6,315.78
Total Expenses	9,951.88	0.00	9,951.88
NET OPERATING INCOME	-5,053.59	1,300.00	-3,753.59
NET INCOME	\$ -5,053.59	\$1,300.00	\$ -3,753.59

NTHF Monthly Financial Reports:NTHF P&L This Year to Last Month by Class

January - February, 2025

	General Op Budget	Memorial	TOTAL
INCOME			
Contributions, Gifts, & Grants			0.00
Board of Trustees	744.98		744.98
Education Associations	300.00		300.00
Individual Donors	545,133.72		545,133.72
Wall of Fame	250.00		250.00
Total Contributions, Gifts, & Grants	546,428.70		546,428.70
Fundraising			0.00
Induction Direct Donations	5,550.00		5,550.00
Total Fundraising	5,550.00		5,550.00
Memorial to Fallen Educators Donations			0.00
Donations		5,700.00	5,700.00
Pavers		600.00	600.00
Total Memorial to Fallen Educators Donations		6,300.00	6,300.00
Other	0.00		0.00
Total Income	551,978.70	6,300.00	558,278.70
GROSS PROFIT	551,978.70	6,300.00	558,278.70
EXPENSES			
Emporia Induction			0.00
Other	126.00		126.00
Total Emporia Induction	126.00		126.00
Fundraising Expenses			0.00
Wall of Fame	196.40		196.40
Total Fundraising Expenses	196.40		196.40
General Expenses			0.00
Bookkeeper	625.00		625.00
Credit Card Processing	26.71		26.71
Memberships/Subscriptions	-560.64		-560.64
Museum Upkeep	257.45		257.45
Office Equipment Rental (copier)	164.85		164.85
Office Supplies	87.79		87.79
Postage	137.16		137.16
Telephone (long distance)	74.60		74.60
Website	2,806.85		2,806.85

	General Op Budget	Memorial	TOTAL
Total General Expenses	3,619.77		3,619.77
Induction Expenses			0.00
Award Plaques	750.00		750.00
Total Induction Expenses	750.00		750.00
Professional Services and Staff Expenses			0.00
Administrative Assistant	5,867.53		5,867.53
Executive Assistant	212.53		212.53
Executive Director	3,500.00		3,500.00
Payroll Taxes	713.18		713.18
Total Professional Services and Staff Expenses	10,293.24		10,293.24
Total Expenses	14,985.41	0.00	14,985.41
NET OPERATING INCOME	536,993.29	6,300.00	543,293.29
NET INCOME	\$536,993.29	\$6,300.00	\$543,293.29

NTHF Monthly Financial Reports:NTHF Prior Month Balance Sheet

As of February 28, 2025

	Total
ASSETS	
Current Assets	
Bank Accounts	
ESB Financial Checking	606,835.91
PayPal	805.63
Total Bank Accounts	607,641.54
Total Current Assets	607,641.54
Fixed Assets	
Accumulated Depreciation	-10,445.86
Computer Equipment	13,363.10
Total Fixed Assets	2,917.24
TOTAL ASSETS	\$610,558.78
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	4,524.00
Total Accounts Payable	4,524.00
Credit Cards	
ESB Financial Credit Card	382.89
Total Credit Cards	382.89
Other Current Liabilities	
Payroll Liabilities	
Federal Unemployment Payable	48.92
Total Payroll Liabilities	48.92
Total Other Current Liabilities	48.92
Total Current Liabilities	4,955.81
Total Liabilities	4,955.81
Equity	
Retained Earnings	62,309.68
Net Income	543,293.29
Total Equity	605,602.97
TOTAL LIABILITIES AND EQUITY	\$610,558.78

NTHF Monthly Financial Reports:NTHF Prior Month Statement of Cash Flows

February 2025

	Total
OPERATING ACTIVITIES	
Net Income	-3,753.59
Adjustments to reconcile Net Income to Net Cash provided by operations:	
Accounts Payable (A/P)	4,524.00
ESB Financial Credit Card	-31.71
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	4,492.29
Net cash provided by operating activities	738.70
NET CASH INCREASE FOR PERIOD	738.70
Cash at beginning of period	606,902.84
CASH AT END OF PERIOD	\$607,641.54

NTHF Monthly Financial Reports:NTHF 2025 Budget

January - December 2025

	Actual	Budget	Total % of Budget
INCOME			
Contributions, Gifts, & Grants			
Board of Trustees	794.98	5,000.00	15.90 %
Corporate and Foundation		50,000.00	
Education Associations	300.00	30,000.00	1.00 %
Grants		12,000.00	
Individual Donors	545,138.72	5,000.00	10,902.77 %
Memorial Administrative Fees (20%)		14,260.00	
One in a Million		1,000.00	
Wall of Fame	250.00	4,000.00	6.25 %
Total Contributions, Gifts, & Grants	546,483.70	121,260.00	450.67 %
Fundraising			
Auction		19,000.00	
Induction Direct Donations	5,550.00	12,000.00	46.25 %
Total Fundraising	5,550.00	31,000.00	17.90 %
Memorial to Fallen Educators Donations			
Donations	5,700.00	70,000.00	8.14 %
Pavers	600.00	1,300.00	46.15 %
Total Memorial to Fallen Educators Donations	6,300.00	71,300.00	8.84 %
Other			
Investment Income		75,210.00	
Total Other		75,210.00	
Total Income	558,333.70	298,770.00	186.88 %
GROSS PROFIT	558,333.70	298,770.00	186.88 %
EXPENSES			
Emporia Induction			
Award Placques/Inductee Swag		1,600.00	
Banquet Expenses		8,000.00	
Guest/Full Time Volunteer Expenses		1,500.00	
Host Family Expenses		2,000.00	
Other	126.00	5,000.00	2.52 %
Post Banquet Debrief		300.00	
Travel Expenses		12,000.00	
Total Emporia Induction	126.00	30,400.00	0.41 %
Fundraising Expenses			
Auction		900.00	

			Total
	Actual	Budget	% of Budget
Wall of Fame	196.40	640.00	30.69 %
Total Fundraising Expenses	196.40	1,540.00	12.75 %
General Expenses			
Advertising		2,000.00	
Bank Service Charges		250.00	
Board of Trustee Meetings		13,000.00	
Bookkeeper	925.00	4,000.00	23.13 %
Credit Card Processing	27.30	400.00	6.83 %
Insurance		1,600.00	
Memberships/Subscriptions	-560.64	3,230.00	-17.36 %
Museum Upkeep	257.45	2,400.00	10.73 %
Office Equipment Rental (copier)	164.85	2,000.00	8.24 %
Office Supplies	87.79	600.00	14.63 %
Postage	137.16	2,200.00	6.23 %
Taxes (preparation & filing)		1,200.00	
Telephone (long distance)	74.60	450.00	16.58 %
Website	2,806.85	5,000.00	56.14 %
Total General Expenses	3,920.36	38,330.00	10.23 %
Inductee National Travel			
National Announcement Event (NY)		18,000.00	
Total Inductee National Travel		18,000.00	
Memorial to Fallen Educators Expenses			
Additional Memorial Book		46,728.00	
Etching		2,000.00	
NTHF Admin Fee (20%)		14,260.00	
Paver		200.00	
Rededication		400.00	
Reserves		7,712.00	
Total Memorial to Fallen Educators Expenses		71,300.00	
Professional Services and Staff Expenses			
Administrative Assistant	5,867.53	30,000.00	19.56 %
Executive Assistant	212.53	24,000.00	0.89 %
Executive Director	6,000.00	30,000.00	20.00 %
Payroll Taxes	907.93	8,200.00	11.07 %
Travel		12,000.00	
Total Professional Services and Staff Expenses	12,987.99	104,200.00	12.46 %
Strategic Initiatives			
Highlighting Inductees		5,000.00	
Outreach & NTHF Awareness		30,000.00	

	Actual	Budget	Total % of Budget
Total Strategic Initiatives		35,000.00	
Total Expenses	17,230.75	298,770.00	5.77 %
NET OPERATING INCOME	541,102.95	0.00	0.00%
NET INCOME	\$541,102.95	\$0.00	0.00%

A/P Aging Summary Report
The National Teachers Hall of Fame
As of March 6, 2025

VENDOR	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
ESU - TCS Phone Account	\$38.60					\$38.60
John Forsythe	\$750.00					\$750.00
Madaline Fennell	\$3,735.40					\$3,735.40
TOTAL	\$4,524.00	0	0	0	0	\$4,524.00

Income by Customer Summary

The National Teachers Hall of Fame

February 2025

CUSTOMER	INCOME	EXPENSES	NET INCOME
A-1 Pump & Jet Services, Inc.	\$1,000.00		\$1,000.00
Ellen Rosen	\$1,000.00		\$1,000.00
Flint Hills Technical College	\$1,000.00		\$1,000.00
Jan Alderson	\$50.00		\$50.00
Joan Brewer	\$24.99		\$24.99
Kansas National Education Association	\$500.00		\$500.00
Keith Geiger	\$1,000.00		\$1,000.00
Ken Weaver	\$500.00		\$500.00
Lois Yukna	\$600.00		\$600.00
Mark Kraft	\$50.00		\$50.00
Mehity Educational Services	\$5.00		\$5.00
Noel Candelaria	\$85.00		\$85.00
SEI Private Trust Company	\$300.00		\$300.00
Thomas Fallon	\$150.00		\$150.00
TOTAL	\$6,264.99	0	\$6,264.99

The National Teachers Hall of Fame

ESB Financial Checking, Period Ending 02/28/2025

RECONCILIATION REPORT

Reconciled on: 03/06/2025

Reconciled by: Megan Leestma

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	606,933.51
Checks and payments cleared (8).....	-6,948.52
Deposits and other credits cleared (5).....	6,850.92
Statement ending balance.....	<u>606,835.91</u>

Register balance as of 02/28/2025.....	606,835.91
Cleared transactions after 02/28/2025.....	0.00
Uncleared transactions after 02/28/2025.....	-3,512.55
Register balance as of 03/06/2025.....	<u>603,323.36</u>

Details

Checks and payments cleared (8)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/30/2025	Bill Payment	995047	ESU - TCS Phone Account	-36.00
01/30/2025	Bill Payment	995044	Emporia Gazette	-101.50
02/03/2025	Expense		Astute Virtual Bookkeeping	-300.00
02/12/2025	Check	995046	Carol P Strickland	-66.70
02/13/2025	Expense		Intuit Subscription	-179.00
02/24/2025	Expense		Astute Virtual Bookkeeping	-25.00
02/24/2025	Credit Card Payment		Visa	-349.60
02/28/2025	Journal	AVB Feb Transfer		-5,890.72
Total				<u>-6,948.52</u>

Deposits and other credits cleared (5)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/04/2025	Deposit			1,050.00
02/13/2025	Deposit			1,350.92
02/14/2025	Deposit			2,800.00
02/21/2025	Deposit			1,150.00
02/27/2025	Deposit		Ken Weaver	500.00
Total				<u>6,850.92</u>

Additional Information

Uncleared checks and payments after 02/28/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/03/2025	Expense		Astute Virtual Bookkeeping	-300.00
03/05/2025	Payroll Check	DD	Madaline L. Fennell	-2,214.46
03/05/2025	Tax Payment		QuickBooks Payroll	-1,048.09
Total				<u>-3,562.55</u>

Uncleared deposits and other credits after 02/28/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/03/2025	Deposit		Roy Mann	50.00
Total				<u>50.00</u>

The National Teachers Hall of Fame

ESB Financial Credit Card, Period Ending 02/28/2025

RECONCILIATION REPORT

Reconciled on: 03/06/2025

Reconciled by: Megan Leestma

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	349.60
Charges and cash advances cleared (4).....	283.04
Payments and credits cleared (1).....	-349.60
Statement ending balance.....	283.04

Uncleared transactions as of 02/28/2025.....	99.85
Register balance as of 02/28/2025.....	382.89

Details

Charges and cash advances cleared (4)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/31/2025	Expense		Heartland Office Systems, LLC	65.00
02/05/2025	Expense		Endicott	196.40
02/10/2025	Expense		Country Mart	8.64
02/20/2025	Expense		Mailchimp	13.00
Total				283.04

Payments and credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/24/2025	Credit Card Payment		Visa	-349.60
Total				-349.60

Additional Information

Uncleared charges and cash advances as of 02/28/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/28/2025	Expense		Heartland Office Systems, LLC	99.85
Total				99.85

The National Teachers Hall of Fame

PayPal, Period Ending 02/28/2025

RECONCILIATION REPORT

Reconciled on: 03/06/2025

Reconciled by: Megan Leestma

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	106.83
Checks and payments cleared (4).....	-16.19
Deposits and other credits cleared (4).....	714.99
Statement ending balance.....	805.63
Register balance as of 02/28/2025.....	805.63
Cleared transactions after 02/28/2025.....	0.00
Uncleared transactions after 02/28/2025.....	4.41
Register balance as of 03/06/2025.....	810.04

Details

Checks and payments cleared (4)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/04/2025	Expense		PayPal	-0.59
02/13/2025	Expense		PayPal	-12.43
02/18/2025	Expense		PayPal	-0.99
02/27/2025	Expense		PayPal	-2.18
Total				-16.19

Deposits and other credits cleared (4)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/04/2025	Deposit		Mehity Educational Services	5.00
02/13/2025	Deposit		Lois Yukna	600.00
02/18/2025	Deposit		Joan Brewer	24.99
02/27/2025	Deposit		Noel Candelaria	85.00
Total				714.99

Additional Information

Uncleared checks and payments after 02/28/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/04/2025	Expense		PayPal	-0.59
Total				-0.59

Uncleared deposits and other credits after 02/28/2025

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/04/2025	Deposit		Mehity Educational Services	5.00
Total				5.00

City of Emporia Appropriations Request

03/19/2025 9:44 AM (CDT)

City of Emporia Appropriations Request

Please fill out the information below to be considered for the **FY 2025 Special Appropriations Grant**.

Responses should be detailed, and all questions must be completed. Failure to provide the requested information may result in a denial.

If you have questions about the form, please contact Christine Torrens at 620-341-4304 or ctorrens@emporiaks.gov.

Submitting a grant application does not guarantee funds will be awarded. All completed applications will be reviewed by the Emporia City Commission. The Commission, in its sole discretion, may approve or deny requests. Any allocation awarded is subject to the availability of funds and compliance with the conditions of the award.

By submitting an application, Applicant agrees and certifies that any funds granted by the City will not be used to buy, rent, and/or lease any furniture, fixtures, or equipment; make any building improvements; or pay any salaries, bonuses, and/or travel expenses.

Event Submission Deadline: Tuesday, April 1, 2025, by 5:00 p.m.

Name of parent company	William Allen White Community Partnership, Inc.
Parent company physical location address	927 Exchange St; Emporia, KS 66801
Organization name	Red Rocks State Historic Site
Complete mailing address	927 Exchange St; Emporia, KS 66801
Phone number	620-342-2800; Treasurer: 620-757-1991
Website address	https://www.kansashistory.gov/p/red-rocks-home-of-the-william-allen-white-family/19569
Executive Director	Lori DeWinkler
Executive Director email	lori.dewinkler@ks.gov
Board chair	Darla Mallein
Board Chair email	dmallein@emporia.edu
Prepared by name and title	Bill Harder, Treasurer

Please provide local contact information if different than above.

Local contact name and title	Bill Harder, Treasurer
Mailing address	813 Graham St; Emporia, KS 66801
Phone number	6207571991

Email address bill@evergreen.build

Supervision or financial administration

i. Name

Bill Harder

Title

Treasurer

Responsibilities

Financial, accounting, etc

ii. Name

Emporia Community Foundation

Title

Fiduciary

Responsibilities

Financial Investing and Trust Activities

Organization mission

William Allen White Community Partnership, Inc.'s mission is to promote and support the history of the William Allen White Family though the preservation, interpretation, and operation of the Red Rocks State Historic Site.

Organization Goals

The goals of the Partnership are to volunteer services, advocacy, promoting community journalism, community involvement, educational programming and advising the Kansas State Historical Society on these activities. The Site is important to the City of Emporia and its citizens' quality of life by providing a museum of years past; wholly developed from the home town of Editor White and his family.

Program organization/event name Evergreen Design Build LLC

Funding requested from City Emporia

Total operating or event budget \$25,000.00

What percentage of your total program budget does City funding request represent? 2025 = 40%

Provide profit/loss statement.



Kansas Historical Income Statement Jan - June 2024.pdf



Kansas Historical Income Statement July-Dec 2024.pdf



Red Rocks - Dec 2024.pdf



WAWCPI Profit & Loss 12-31-24.pdf

Please, provide a detailed breakdown of how the requested funds will be allocated.	Our Site and contents were contributed to the Kansas Historical Foundation in 2005 with the caveat there would be no State funds used for the Site. The WAW Community Partnership pays Kansas Historical Foundation, Inc. (A Not-For-Profit Corp) \$14,000.00, annually for operating the Red Rocks State Historic Site. This money is applied to the employment costs of the Site Director and utilities to the extent possible. The total cost for the Site. annually. is closer to \$25,000.00. The budget deficit of the Site operations is covered by private donations. Our Site is not allowed to collect any Kansas State tax funding allocated by the Kansas Legislature. It is the only state historic site that is subject to this restriction of receiving no state funding.
Is this a one-time funding request?	No
If not, provide information on why you need ongoing funding.	As stated above, there are no state tax dollars provided to cover the operations of the Site, so there is a need to fund the expenses annually. Because the Site was donated and accepted by the Kansas Historical Foundation as long as no tax dollars are spent on its operations and upkeep, the City of Emporia pledged to contribute to the Site annually. Attached is an emailed letter to the City Commission from Chris Walker pointing out the history and funding commitment made by the City.
Number served by this program in previous year.	1,200
Projected number served by this program in the upcoming year.	2,000
Estimated number who will stay overnight.	500
Has your organization previously received funding from the City of Emporia?	Yes
If so, list dates and amounts for past three years.	
i. Date of funding received by City of Emporia	05/25/2022
ii. Date of funding received by City of Emporia	05/15/2023
iii. Date of funding received by City of Emporia	05/21/2024
Will you require or request any other funding or in-kind services from the City or other taxing entities?	Yes
If so, please list budgeted amounts and estimation of hours and needs.	Lawn Mowing, Provide roll-off cart for yard waste, Trash service 3 hours per week during mowing season
How does this program provide a	The Site is the only State Historic Site that supports 20th century history. All

benefit to Emporia?	others cater to pre-1900 events. Mr. White was an international figure that helped form geo-political policy worldwide. There are many artifacts located in his Emporia home that were "picked up" from around the world, in addition to the everyday items used in his life in the first half of the century. These things are available to view here in Emporia, including a recovered vase from perhaps more than 2,000 years ago; a Prussian helmet given to him and a jaguar-skin rug gifted by Teddy Roosevelt. By visiting the Site, people are enriched with the history of Mr. White and his family. This is a very quality museum enhancing the living experience for all visitors.
Does your organization service areas outside of the Emporia geographical area?	No
Are services to clients free of charge or fee-based?	Free of charge
Will this funding request offset any municipal services?	No
Data to support need for increase funding	 WAWCPI 2025 City of Emporia Applic Earnings-Expense.pdf
Are you aware of any pending investigations, litigation, claims, or assessments against the organization?	No
Please list your community partners.	ESU Archives, Master Gardeners, Phi Delta Theta Fraternity, William Allen White Children's Book awards, Granada Coffee Company, Emporia Main Street, City of Emporia, Emporia Community Foundation
Are you applying for a Transient Guest Tax Appropriation for an organization or event?	Yes
How does your company/program support tourism in Emporia?	The Red Rocks State Historic Site is one of Kansas' historic places that showcases the great Sage of Emporia, William Allen White. The Pulitzer Prize winning editor of the Emporia Gazette from 1895 to 1944. His house is the museum of many artifacts and everyday living that tells many of his stories of his life. His son, William Lindsey White was a noted radio and print author during World War II broadcasting from Europe. Mary White, the daughter of the elder Mr. White is famous in her own right. After she was knocked off her horse and died a couple days later, Mr. White would pen an obituary that was used in numerous newspapers and other printed materials. The proceeds from this writing were used to purchase the land for the Peter Pan Playground in South Emporia and donated in Mary's honor to the City of Emporia. Our group supports the operations and interpretations of the Site to bring an enjoyable and educational experience to the citizens of our area and beyond.
Is your parent company for profit?	No
Is your company owned locally?	No
Do you own a local physical retail building?	No
Do you pay local property taxes?	No
Do you collect sales tax?	No

How many local full-time equivalent employees (FTE) do you have?	1
If the event makes a profit, how is the profit utilized?	There is no one event. Nor is there any profit. The state of Kansas owns all the property at 927 Exchange St; Emporia, KS 66801, however, the State of Kansas pays no part of the expenses for the Site or the Director's costs. The WAWCPI helps to fund the operations and give programs at the Site. The merchandise sales at the Visitor's Center at the Site does collect sales tax.
If there is a loss, how to you cover it?	Any expenses are covered through distribution of money from Emporia Community Foundation - Red Rocks Fund
Did you receive City services at your last event?	No
Charitable Local Community Contributions	None
Describe your marketing strategy to maximize attendance at event.	We advertise with the Emporia Gazette and Emporia Main Street when we have events at the site.
What area organizations do you help?	William Allen White Children's Book Awards We send scholarships to Kansas School Districts (upon their application) to help cover costs for students to visit the Site during the Children's Book Awards weekend. The students and their chaperons and parents spend at least overnight here in Emporia.

Grants awarded for events are disbursed on a reimbursement basis.
All event expense receipts must be provided prior to the disbursement of City funds. Award amounts are subject to reduction based on receipts submitted and the availability of City funds.

Upload board membership list

 Red Rocks Board Members 2024 4-29-24.docx

Upload anti-discrimination policy

 Anti-Discrimination Policy.pdf

Upload organization by-laws

 Bylaws of WAWCPI.pdf

We affirm that the information in this application is true to the best of our knowledge.

We affirm that the organization(s) seeking City of Emporia support is open to all eligible citizens regardless of race, color, sex, disability, religious affiliation, or national origin.

We affirm that neither religious education, worship, and/or political organization shall be supported by program funds if granted.

We affirm that this organization is not on any federal terrorism “watch list,” including the list in Executive Order 13224, the master list of specially designated nationals and blocked persons maintained by the Treasury Department, and the list of Foreign Terrorists Organizations maintained by the State Department.

We affirm that this organization does not, will not, and has not knowingly provided financial, technical, in-kind or other material support or resources to any individual or entity that is a terrorist or terrorist organization, or that supports or funds terrorism.

We affirm that this organization does not, will not and has not knowingly provided or collected funds or provided material support or resources with the intention that such funds or material support or resources be used to carry out acts of terrorism.

We affirm that this organization does not, will not, and has not knowingly provided financial or material support or resources to any entity that has knowingly concealed the source of funds used to carry out terrorism or support foreign terrorist organizations.

We affirm that this organization does not re-grant to organizations, individuals, programs, and/or projects outside the United States of America without compliance with IRS guidelines.

We affirm that this organization takes reasonable, affirmative steps to ensure that any funds or resources distributed or processed do not fund terrorism or terrorist organizations.

We affirm that the City of Emporia may confer and share information regarding this application with other funding agencies as it relates to the organization identified within this application.

We affirm that this organization takes reasonable steps to certify against any fraud with respect to the provision of financial, technical, in-kind, or other material support or resources to terrorists and terrorist organizations.

I/We acknowledge all information submitted is accurate. Use of these funds must not violate any state, local or Federal laws. Any illegal use of funds or misrepresentations may be subject to repayment and/or civil or criminal prosecution.

Executive Director Signature

William Harder

KS Historical Foundation		2025 EST	2024
Revenues			
Site Revenues		\$ -	\$ -
Lyon County		\$ 1,000.00	\$ 1,000.00
William Allen White Community			
Partnership Inc Contribution **		\$ 28,000.00	\$ -
Total Revenues		\$ 29,000.00	\$ 1,000.00
Expenses			
Payroll Expenses		\$ 20,000.00	\$ 19,867.00
Site Maintenance		\$ 7,000.00	\$ 6,773.00
Supplies/Other		\$ 125.00	\$ 50.00
Utilities		\$ 9,000.00	\$ 8,857.00
Security		\$ 470.00	\$ 467.00
Total Expenses		\$ 36,595.00	\$ 36,014.00
Excess of Expenses Over Revenues		\$ (7,595.00)	\$ (35,014.00)
Red Rocks Fund at Emporia Comm Foundation		2025 EST	2024
Beginning Balance		\$ 96,191	\$ 82,830
Contributions		\$ 18,000	\$ 16,823
Pooled Earnings (Loss)		\$ 9,000	\$ 8,903
Grants Expense (To KHF & WAWCPI)	**	\$ (31,700)	\$ (11,399)
Foundation Management Fees		\$ (1,000)	\$ (966)
Ending Balance		\$ 90,491	\$ 96,191
WAWCPI Receipts and Expenses (ESB Financial)			
Receipts		2025 EST	2024
Transfers from ECF Red Rocks Fund **			
Total Revenue		\$ 3,700	\$ 11,399
Expenses		\$ 3,700	\$ 11,399
Scholarships to Visiting Schools			
Main Street Emporia Membership		\$ 1,200	\$ 1,000
Insurance		\$ 100	\$ 100
Office Supplies & Postage		\$ 1,400	\$ 1,333
Printing		\$ 400	\$ 284
Promotion		\$ 200	\$ 185
Remodel Visitors Center		\$ 400	\$ 365
Total Expenses			\$ 7,704
Receipts in Excess of Expenses		\$ 3,700	\$ 10,971
		\$ -	\$ 428
** Transfers to/from KHF, RR-ECF, WAWCPI			

City of Emporia Appropriations and Sponsorship Request

04/01/2025 10:48 AM (CDT)



City of Emporia Appropriations and Sponsorship Request

Please fill out the information below to be considered for the **FY 2025 Appropriations or Sponsorship Grant**.

Responses should be detailed, and all questions must be completed. Failure to provide the requested information may result in a denial.

If you have questions about the form, please contact Christine Torrens at 620-341-4304 or ctorrens@emporiaks.gov.

Submitting a grant application does not guarantee funds will be awarded. All completed applications will be reviewed by the Emporia City Commission. The Commission, in its sole discretion, may approve or deny requests. Any allocation awarded is subject to the availability of funds and compliance with the conditions of the award.

By submitting an application, Applicant agrees and certifies that any funds granted by the City will not be used to buy, rent, and/or lease any furniture, fixtures, or equipment; make any building improvements; or pay any salaries, bonuses, and/or travel expenses.

Event Submission Deadline: Tuesday, April 1, 2025, by 5:00 p.m.

Name of parent company	Flint Hills Technical College
Parent company physical location address	3301 West 18th Avenue Emporia, KS 66801
Organization name	Flint Hills Technical College
Complete mailing address	cdaugherty@fhct.edu
Phone number	6207940640
Website address	3301 West 18th Avenue
Executive Director	Caron Daugherty
Executive Director email	cdaugherty@fhct.edu
Board chair	Ms. Lesley Seeley
Board Chair email	lseeley@fhct.edu
Prepared by name and title	Caron Daugherty, President

Please provide local contact information if different than above.

Local contact name and title	Ms. Rachel Thurman, Executive Admin
Mailing address	3301 West 18th Avenue
Phone number	6203411305
Email address	cdaugherty@fhct.edu

Supervision or financial administration

i. **Name**

Caron Daugherty

Title

Vice President for Administrative Services

Responsibilities

Financial matters

Organization mission

To provide a diverse community of learners with lifelong education opportunities for personal growth and preparation for professional and civic responsibilities that meet the needs of society.

Organization Goals

Strategic Goals - Student Success

1. Adapt teaching strategies and services to promote student achievement.
2. Provide organizational structures, staffing, policies and procedures that intentionally support student success and access.
3. Identify individual goals for each student and provide access to all needed academic and support services

Strategic Goals -- Employee Support

1. Develop and implement succession plans for the senior leadership team.
2. Create opportunities for internal leadership growth.
3. Foster a culture of open communication, creativity and innovation.
4. Provide a supportive and rewarding work environment that recognizes and rewards employees for their personal and institutional success

Strategic Goals -- Programs and Facilities

1. Utilize data to make better informed decisions.
2. Ensure the Facilities Master Plan and Academic Master Plan influence our decisions.
3. Develop and implement the systems we need to do long-term planning effectively

Strategic Goals -- Partnerships

1. Develop and cultivate key regional business and industry partnerships to ensure Flint Hills Technical College's success.
2. Strengthen and develop partnerships with other educational institutions.
3. Create alumni partnerships and community engagement

Program organization/event name Flint Hills Technical College

Funding requested from City Emporia

Total operating or event budget \$71,375

What percentage of your total program budget does City funding request represent? 20%

Provide profit/loss statement.



Nursing Classroom Technology Cost Estimate (002).pdf



Please, provide a detailed breakdown of how the requested funds will be allocated.

The request is detailed in the attachment included with the profit/loss statement.

1. Modular, Reconfigurable Furniture

Item	Quantity	Unit Cost	Subtotal
Mobile flip-top tables (24" x 60")	15	\$450	\$6,750
Nesting chairs with casters	30	\$180	\$5,400
Mobile whiteboards/room dividers	6	\$650	\$3,900
Storage cabinets for supplies	4	\$850	\$3,400
Mobile instructor podium with tech integration	1	\$1,200	\$1,200
Installation and classroom layout planning	1	\$2,500	\$2,500
SUBTOTAL			\$23,150

2. Mobile/PC Device Charging Stations

Item	Quantity	Unit Cost	Subtotal
Wall-mounted charging stations (10 devices each)	3	\$950	\$2,850
Mobile device locker/charging cart (30 devices)	1	\$2,200	\$2,200
Under-table power modules with USB-C/USB-A ports	15	\$175	\$2,625
Power management system	1	\$800	\$800
Electrical installation and upgrades	1	\$3,500	\$3,500
SUBTOTAL			\$11,975

3. Electronic Medication Dispensing System

Item	Quantity	Unit Cost	Subtotal
Educational med dispensing unit (Omniceil or Pyxis equivalent)	1	\$18,500	\$18,500
Software license (annual)	1	\$2,500	\$2,500
Medication barcode scanner	2	\$450	\$900
Patient wristband printer	1	\$1,200	\$1,200
Training medications (simulated)	1 set	\$1,800	\$1,800
Installation and staff training	1	\$3,500	\$3,500
SUBTOTAL			\$28,400

SUBTOTAL \$28,400

4. Low-Fidelity Pediatric Mannequin

Item	Quantity	Unit Cost	Subtotal
Pediatric nursing skills mannequin (5-year-old)	1	\$3,800	\$3,800
Injection training arm	1	\$950	\$950
Assessment skills kit (heart/lung sounds)	1	\$1,200	\$1,200
Pediatric vital signs simulation kit	1	\$850	\$850
Wound care accessories 1 set		\$600	\$600
Transport/storage case	1	\$450	\$450
SUBTOTAL			\$7,850

Modular, Reconfigurable Furniture \$23,150
Mobile/PC Device Charging Stations \$11,975
Electronic Medication Dispensing System \$28,400
Low-Fidelity Pediatric Mannequin \$7,850
GRAND TOTAL \$71,375

Is this a one-time funding request?

Yes

Number served by this program in previous year.

34

Projected number served by this program in the upcoming year.

40

Estimated number who will stay overnight.

Students enrolling in program -- may relocate to Emporia

Has your organization previously received funding from the City of Emporia? Yes

If so, list dates and amounts for past three years.

i. Dates and amounts of funding received by City of Emporia

-25,000.00	10-000-10000-10000-46100	Income - Local Grants/Miscellaneous	Local Grants - City of Emporia
1/18/2023			
-21,977.11	10-000-10000-10000-46100	Income - Local Grants/Miscellaneous	Local Grants - City of Emporia
6/27/2023			
-52,516.15	10-000-10000-10000-46100	Income - Local Grants/Miscellaneous	Local Grants - City of Emporia
9/15/2023			
-27,672.64	10-000-10000-10000-46100	Income - Local Grants/Miscellaneous	Local Grants - City of Emporia
12/15/2023			
-20,079.02	10-000-10000-10000-46100	Income - Local Grants/Miscellaneous	Local Grants - City of Emporia
2/16/2024			
-15,755.07	10-000-10000-10000-46100	Income - Local Grants/Miscellaneous	Local Grants - City of Emporia
4/15/2024			
-162,999.99			

2025 appropriation -- \$113,204

Will you require or request any other funding or in-kind services from the City or other taxing entities? Yes

If so, please list budgeted amounts and estimation of hours and needs. The request for Lyon County has not been analyzed for submission -- this request is still in process and under review.

Please show all in-kind matches your agency or organization receives. These requests go through the Flint Hills Technical College Foundation. This is a separate entity from the College with its own 501(c)3. The most recent significant project was the expansion of the welding facility, which was a \$500,000 grant from the state with \$500,000 match required. As a note, welding program enrollments have increased 132% since 2016 as a result of the capital expansion.

How does this program provide a benefit to Emporia? This program graduates LPN students and serves the region for nursing workforce.

Does your organization service areas outside of the Emporia geographical area? Yes

If so, what are those areas? KBOR assigns the College to a 7-county service area: Lyon, Coffey, and Chase; geographic portions of Greenwood, Osage, Morris, and Wabaunsee counties.
We do not request at this time support from other counties, cities, or townships outside of Lyon and Emporia.

Are services to clients free of charge or fee-based? Fee-based

If fee-based, what is the fee? Students pay for tuition, fees, required supplies, and testing expenses. On average, the practical nursing program for all associated costs without financial aid or scholarships is \$13,770. The average entry-level wage for these students in 2024 was \$45,264 with a 100% placement rate.

What is the average cost to participate in your program?	On average, the practical nursing program for all associated costs without financial aid or scholarships is \$13,770. The average entry-level wage for these students in 2024 was \$45,264 iwth a 100% placement rate.
Will this funding request offset any municipal services?	No
Are you aware of any pending investigations, litigation, claims, or assessments against the organization?	Yes
Please list your community partners.	Major industries: Simmons, Michelin, Hill's, etc. Emporia Main Street Chamber of Commerce Ignite Advisory RDA JEDAC Newman Regional Health Emporia Public Library Hispanics of Today and Tomorrow (HOTT) SOS and SOS Strong Crosswinds Convention and Visitors Advisory Board Transient Guest Tax Advisory Board Emporia Child Care Board Volunteers with 4H Every program is required to have a Program Advisory Committee (PAC). Several Emporia-based agencies and industries are represented on these PACs.

Organization Sustainability

- i.

Please list other organizations (foundations, government agencies, service clubs, etc.) from which you have previously received funds or will be seeking to receive funds for your organization's program or event this year.
- Name of funder

Lyon County

Amount requested

NA for 2026 funds - request has not been opened or reviewed internally

Amount and date of most recent award

\$230,000 - update equipment in the Computerized Machine Tool Engineering program based on the program review analysis and recommendations.

What are the metrics that will determine success of the program/event?

NCLEX first-time pass rates and placement rates

Are you applying for a Transient Guest Tax Appropriation for an organization or event?	No
Upload most recent audit or financial review	 Flint Hills Technical College Audit 2024.pdf

Upload organization or event
detailed budget



Nursing Classroom Technology Cost Estimate (002).pdf

Upload board membership list

Board Members



Amanda Dreascher
Chief Operating Officer
CareArc

[More Information](#)



Leslie Seeley
Board Chair
Vice President Training
Specialist

ESB Financial

[More Information](#)



Amanda Steffes,
MSN, APRN
Information Systems
Manager

Newman Regional Health

[More Information](#)



Michael Black
Board Vice-Chair
President and CEO

ESB Financial

[More Information](#)



Dr. Jerry Spotswood
Assistant Provost and Dean

Graduate School

[More Information](#)



Jordan Jenkins
Plant Manager

Hill's Pet Nutrition

[More Information](#)

Upload organizational chart



FHTC orgchart.pdf

Upload anti-discrimination policy



Upload organization by-laws



Board Bylaws 2025.pdf

We affirm that the information in this application is true to the best of our knowledge.

We affirm that the organization(s) seeking City of Emporia support is open to all eligible citizens regardless of race, color, sex, disability, religious affiliation, or national origin.

We affirm that neither religious education, worship, and/or political organization shall be supported by program funds if granted.

We affirm that this organization is not on any federal terrorism "watch list," including the list in Executive Order 13224, the master list of specially designated nationals and blocked persons maintained by the Treasury Department, and the list of Foreign Terrorists Organizations maintained by the State Department.

We affirm that this organization does not, will not, and has not knowingly provided financial, technical, in-kind or other material support or resources to any individual or entity that is a terrorist or terrorist organization, or that supports or funds terrorism.

We affirm that this organization does not, will not and has not knowingly provided or collected funds or provided material support or resources with the intention that such funds or material support or resources be used to carry out

acts of terrorism.

We affirm that this organization does not, will not, and has not knowingly provided financial or material support or resources to any entity that has knowingly concealed the source of funds used to carry out terrorism or support foreign terrorist organizations.

We affirm that this organization does not re-grant to organizations, individuals, programs, and/or projects outside the United States of America without compliance with IRS guidelines.

We affirm that this organization takes reasonable, affirmative steps to ensure that any funds or resources distributed or processed do not fund terrorism or terrorist organizations.

We affirm that the City of Emporia may confer and share information regarding this application with other funding agencies as it relates to the organization identified within this application.

We affirm that this organization takes reasonable steps to certify against any fraud with respect to the provision of financial, technical, in-kind, or other material support or resources to terrorists and terrorist organizations.

I/We acknowledge all information submitted is accurate. Use of these funds must not violate any state, local or Federal laws. Any illegal use of funds or misrepresentations may be subject to repayment and/or civil or criminal prosecution.

Executive Director Signature

A handwritten signature in black ink, appearing to read "Aaron Daugherty". The signature is written in a cursive, flowing style. The first name "Aaron" is written with a large, looped 'A' and the last name "Daugherty" follows in a similar cursive script. The signature is positioned to the right of the "Executive Director Signature" label.

Nursing Classroom Technology Cost Estimate

1. Modular, Reconfigurable Furniture

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Summary

Category	Total Cost
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Mobile/PC Device Charging Stations	\$11,975
Electronic Medication Dispensing System	\$28,400
Low-Fidelity Pediatric Mannequin	\$7,850
GRAND TOTAL	\$71,375

Note: This estimate includes typical market prices as of March 2025. Prices may vary by region, vendor, and specific model selection. Many educational institutions may qualify for discounts of 10-20% on these items.