

Commission Meeting

11:00 a.m.

July 2, 2025

The Governing Body of the City of Emporia, Kansas, met in Regular Session, Wednesday, July 2, 2025, with Mayor Harter presiding and Commissioners Brinkman, Curtis, Sauder and Smith present. Also present were City Manager Cocking, Deputy City Manager Detter, Assistant City Manager Wash, City Clerk Sull and City Attorney Montgomery.

Amanda Gutierrez, Emporia Recreation Center Executive Director, was attendance to accept a proclamation declaring July 18, 2025, as "Parks and Recreation Professionals Day" in Emporia. She stated parks and recreation programs are an integral part of communities throughout the country, including Emporia. Parks and recreation are vitally important to establish and maintain the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region. She stated our parks and recreation professionals daily maintain our pools, beaches, campsites, marinas, picnic areas, athletic fields, skate parks, dog parks, festival venues, gardens, visitor centers, historic and cultural attractions, and many other recreational facilities and amenities. There are over 8,000 programmers, managers, maintainers, landscapers, facilitators, lifeguards, coaches, event organizers, and caretakers who plan, provide, operate, and enhance the experience of our parks, recreation programs, and facilities in the State of Kansas. She stated the City of Emporia recognizes the benefits from the services of our parks and recreation professionals.

Mayor Harter then presented the proclamation.

**CITY COMMISSION
(2024 Annual Comprehensive Financial Report)**

Michael Keenan, Hood and Associates, CPAs, was recognized and addressed the Governing Body. He stated this was the Annual Comprehensive Financial Report of the City of Emporia for the year ended December 31, 2024. He stated the City of Emporia has contracted with Hood & Associates to conduct an annual audit with generally accepted auditing standards of financial statements. He stated the City of Emporia has

been awarded the Certificate of Achievement for accurate reporting, which is a prestigious national award for 39 consecutive years. He stated management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. Management is responsible for following laws and regulations and ensuring that financial information is both reliable and properly recorded. Management is responsible for implementing a system designed to achieve compliance with the laws, regulations, contracts and grant agreements and for the selection and application of accounting practices and fair presentation of financial statements as well as the schedule of federal expenditures. The auditor's responsibilities is to conduct an audit in accordance with auditing standards generally accepted in the United States and as well as the uniform guidance. To obtain reasonable, not absolute assurance that the basic financial statements are free of material misstatement. To report on internal controls over financial reporting and compliance with laws and regulations. As a result of the auditing no illegal acts or changes in significant accounting policies occurred. There were no difficulties or disagreements with management and cooperation was achieved with full access to books and records. He stated financial statements are fairly presented in all material respects; there were no deficiencies in internal control to be considered as material weakness; and there was no noncompliance noted with finance-related laws and regulations that govern the City's operations.

Commissioner Curtis made a motion to approve 2024 Annual Audit Report. Commissioner Sauder seconded the motion. The vote follows: Commissioner Curtis, aye; Commissioner Sauder, aye; Commissioner Brinkman, aye; Commissioner Smith, aye; and Mayor Harter, aye.

**PAVING
(2025 Street Resurfacing Project - PV2505)
(Bids)**

Jim Ubert, City Engineer, was recognized and addressed the Governing Body. He stated one bid was received for the 2025 Street Resurfacing Project PV2505 that will

consist of resurfacing on Prairie Street from 12th Avenue to I-35 Bridge, 12th Avenue from Lincoln Street to Rural Street for the base bid. Add Alternate No. 1 consisted of 12th Avenue from Rural Street to Merchant Street. He stated this project will improve the driving surfacing in areas that have had recent watermain replacement work completed. The bids are as follows:

BID TABULATION FOR 2025 STREET RESURFACING PROJECT PV2025

Bidder Name	Base Bid	Add Alt. No. 1	Base Bid + Add Alternate No. 1
APAC – Kansas Inc. Shears Division	\$786,912.87	\$211,210.39	\$998,123.26
Engineer's Estimate	\$784,834.50	\$190,401.50	\$975,236.00

He stated the project will be funded by Federal Funds Exchange monies from Kansas Department of Transportation. Staff recommend awarding the project to APAC-Kansas, Inc., Shears Division for the base bid amount of \$786,912.87.

Commissioner Sauder made a motion to award the 2025 Street Resurfacing Project, Project No. PV2025 to APAC-Kansas, Inc., Shears Division for the base bid amount of \$786,912.87. Commissioner Brinkman seconded the motion. The vote follows: Commissioner Sauder, aye; Commissioner Brinkman, aye; Commissioner Curtis, aye; Commissioner Smith, aye; and Mayor Harter, aye.

MUNICIPAL AIRPORT
(Medium Intensity Taxiway Lighting Replacement)
(Accept Build Kansas Matching Grant Agreement)

Julian Seaman, Airport Assistant Manager, was recognized and addressed the Governing Body. He stated the airport's Medium Intensity Taxiway Lighting Replacement project will convert the remaining airport lighting to LED and upgrade electrical circuits. The construction bid cost for the project is \$442,644.25. The project will have a 90/10 split between the Federal Aviation Administration (FAA) and the City, making the city's contribution \$44,264.42. He stated the City has also been awarded a Build Kansas Matching Grant through Kansas Infrastructure HUB. The grant is in the amount of \$49,778.00, which will help pay for the city's matching portion of the project. The construction and construction engineering cost for the project is \$543,291.75, the city's

matching portion is \$54,329.17. The Build Kansas Matching Grant will reduce the city's matching funds to \$4,551.17. Staff recommend accepting the Build Kansas Matching Grant in the amount of \$49,778.00.

Following further discussion, Commissioner Brinkman made a motion to accept the Build Kansas Matching Grant in the amount of \$49,778.00. Commissioner Curtis seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Curtis, aye; Commissioner Sauder, aye; Commissioner Smith, aye; and Mayor Harter, aye.

CITY COMMISSION (Public Comment)

This is the time for the public to make comments.

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

No comments were made at this time.

Consent Agenda

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

- a. Minutes of the Regular Meeting held on June 18, 2025.

The vote follows: Commissioner Sauder, aye; 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 JULY 16, 2025, MEETING.

- Appoint Members to the Homelessness Advisory Board.
- Appoint Members to the Emporia Human Relations Commission.
- Award Bid for Emporia Public Library Bathroom Remodel.
- Ordinance Amending the Emporia/Lyon County Joint Traffic Safety Committee.
- Public Hearing on CDBG Grant for Soccer Field Improvements.
- Resolution for CDBG Grant for Soccer Field Improvements.
- **Study Session:**
- Budget Discussion

**CITY COMMISSION
(Governing Body Comment)**

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

EXECUTIVE SESSION

Commissioner Brinkman made a motion to recess into Executive Session for 30 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 this room at approximately 11:57 a.m. Commissioner Sauder seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Sauder, aye; Commissioner Curtis, aye; Commissioner Smith, aye; and Mayor Harter, aye.

Upon reconvening the meeting in Regular Session, at 11:57 a.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 12:19 p.m. to Conference Room 1AB. Commissioner Smith seconded the motion. The vote follows: Mayor Harter, aye; Commissioner Smith, aye; Commissioner Brinkman, aye; and Commissioner Curtis, aye; and Commissioner Sauder, aye.

The following items were discussed at the Study Session:

1. Overview of Tax Funds.
2. CIP Budget Review.
3. Quaker Park.
4. Discuss NFC Grant.

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

ATTEST:


Kerry Sull, City Clerk




Erren Harter, Mayor