

**Commission Meeting****11:00 a.m.****July 16, 2025**

The Governing Body of the City of Emporia, Kansas, met in Regular Session, Wednesday, July 16, 2025, with Mayor Harter presiding and Commissioners Brinkman, Curtis, Sauder and Smith present. Also present were City Manager Cocking, City Clerk Sull and City Attorney Montgomery. Deputy City Manager Detter and Assistant City Manager Wash were absent.

Mayor Harter presented a proclamation recognizing the week of August 1 through August 7, 2025, as "World Breastfeeding Week" in Emporia. The proclamation stated World Breastfeeding Week is celebrated each year to raise awareness of the importance of breastfeeding and to support and promote breastfeeding as a key element of lifelong health. Breastfeeding provides essential nutrients and antibodies that support the optimal health and development of infants, reducing the risk of infections, chronic diseases, and other health conditions. The World Health Organization recommended exclusive breastfeeding for the first six months of life and continued breastfeeding alongside foods for up to two years for optimal health benefits. Creating a breastfeeding friendly community requires education, support and policies that protect the rights of breastfeeding parents, ensuring they have the resources and spaces needed to breastfeed comfortably in the workplace and in public. City of Emporia encouraged all residents, businesses, and organizations to support breastfeeding families and help create a community where breastfeeding is welcomed and encouraged.

**CITY COMMISSION  
(Public Comment)**

This is the time for the public to make comments.

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

No comments were made at this time.

**CITY COMMISSION  
(Kansas Department of Commerce)  
(Community Development Block Grant)  
(Community Facilities Large Grants Category)  
(Public Hearing)**

City Manager Cocking stated the public hearing is for the purpose of considering an application to be submitted to the Kansas Department of Commerce for Small Cities Community Development Block Grant Program. The purpose of the grant is to make improvements to the DeBauge Soccer Complex. He stated the project currently includes improvements to existing soccer field facilities located at 4201 W. 18<sup>th</sup> Avenue, including two new turf fields, lighting for turf fields, a concession stand/restroom building, a storage building, and other site improvements, including paved parking. He stated recently the project has been reduced from \$7.5 million to \$4.5 million. The grant request will be for CDBG funds of \$1,500,000. A match to include \$1,500,000 funds committed by the Recreation Commission, and a potential donor of \$1.5 million over a ten-year period. He stated additional donors will be sought out for the remaining \$3,000,000. This portion of the project will not exceed \$4.5 million. Staff recommend conducting a public hearing for CDBG grant application for Soccer Field Improvement. A resolution for the grant application will be considered at the August 6, 2025 Commission Meeting.

Mayor Harter then declared the public hearing opened.

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

**CITY COMMISSION  
(Exceeding the Revenue Neutral Rate)  
(Resolution Number 3767)**

Janet Harrouff, Director of Finance, was recognized and addressed the Governing Body. She stated the legislation requires on or before July 20<sup>th</sup>, the governing body shall notify the county clerk of its proposed intent to exceed the revenue neutral rate and provide the date, time and location of the public hearing and its proposed tax rate. A letter will be sent out by the County Clerk to all taxing entities notifying them of the proposed tax levies. She stated the City's RNR is 43.347 as calculated by the County Clerk. The final mill levy for 2025 taxes was 46.119. For 2026, the budget includes 9 mills for the

Bond and Interest Fund, 5 mills for the Library Fund, .005 mills for the Industrial Fund and 32.114 mills for the General Fund. This resolution is submitted for the proposed mill levy. The final mill levy can be lower as the final budget numbers are determined in the next several weeks. She stated exceeding the RNR provides additional revenue to fund essential city services. Staff recommend approval of Resolution Number 3767 establishing a public hearing to levy a property tax exceeding Revenue Neutral Rate.

Commissioner Brinkman made a motion to approve Resolution Number 3767 establishing public hearing for revenue neutral rate. Commissioner Sauder seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Sauder, aye; Commissioner Curtis, aye; Commissioner Smith, aye; and Mayor Harter, aye.

### **CITY COMMISSION (Board Appointments)**

#### **Emporia Human Relations Commission:**

It was moved by Commissioner Smith, seconded by Commissioner Sauder that the following members be appointed to the Emporia Human Relations Commission. Angela Acosta-Cruz for a term that expires June 1, 2026. Jacob Stutzman and Rachael Thurman for terms that expire June 1, 2027. Mandey Serig, Chelsea Hunter Hays, Julie Helms and Donnia Hinrichs for terms that expire June 1, 2028. The vote follows: Commissioner Smith, aye; Commissioner Sauder, aye; Commissioner Brinkman, aye; Commissioner Curtis, aye; and Mayor Harter, aye.

#### **Homelessness Advisory Board:**

It was moved by Commissioner Brinkman seconded by Mayor Harter that Misty Norton and Trista Ervin be appointed to the Homelessness Advisory Board to fill unexpired terms ending September 9, 2026. The vote follows: Commissioner Brinkman, aye; Mayor Harter, aye; Commissioner Curtis, aye; Commissioner Sauder, aye; and Commissioner Smith, aye.

## **CITY MANAGER'S REPORT (Financials & Building Permits)**

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

**The following is general information for the month of June 2025 for the community:**

1. Monthly Local Retail Sales Tax Receipts Update

|            | 2024                   | 2025                  |                                                   |
|------------|------------------------|-----------------------|---------------------------------------------------|
|            | \$ 537,867.09          | \$ 519,089.51         | <b>Decrease of \$18,777.58</b> for the month, and |
| <b>YTD</b> | <b>\$ 3,159,599.09</b> | <b>\$3,238,319.60</b> | Overall increase of 2.43% from year 2024.         |

2. City Share from County Tax

|            | 2024                  | 2025                  |                                                |
|------------|-----------------------|-----------------------|------------------------------------------------|
|            | \$ 277,143.84         | \$ 277,988.08         | <b>Increase of \$844.24</b> for the month, and |
| <b>YTD</b> | <b>\$1,612,787.80</b> | <b>\$1,694,971.13</b> | Overall increase of 4.85% from year 2024.      |

**Building Permits issued from 6/1/2025 to 6/30/2025 for new construction, remodeling/repairs and demolition.**

|                                                                |                |
|----------------------------------------------------------------|----------------|
| Total number of building permits issued through Code Services: | 73             |
| Total of valuations associated with those building permits:    | \$1,178,194.11 |

|                                                             |             |
|-------------------------------------------------------------|-------------|
| Total number of dollars collected for Building Permit Fees: | \$ 9,460.00 |
|-------------------------------------------------------------|-------------|

|                                     |   |
|-------------------------------------|---|
| Construct – Single-family dwellings | 0 |
| Demo – Single-family dwellings      | 1 |

|                                           |                     |
|-------------------------------------------|---------------------|
| <b>Flint Hills Mall CID for June 2025</b> | <b>\$ 6,606.87</b>  |
| <b>YTD</b>                                | <b>\$ 90,683.92</b> |

|                                    |                      |
|------------------------------------|----------------------|
| <b>Pavilions CID for June 2025</b> | <b>\$ 21,780.82</b>  |
| <b>CID #2</b>                      | <b>\$ 21,780.82</b>  |
| <b>YTD</b>                         | <b>\$ 196,856.58</b> |

|                                         |                     |
|-----------------------------------------|---------------------|
| <b>Fairview Hotel CID for June 2025</b> | <b>\$ 7,425.02</b>  |
| <b>YTD</b>                              | <b>\$ 41,114.73</b> |

|                                     |                     |
|-------------------------------------|---------------------|
| <b>West Plaza CID for June 2025</b> | <b>\$ 7,719.90</b>  |
| <b>YTD</b>                          | <b>\$ 48,333.71</b> |

### **Consent Agenda**

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

- Approve minutes of the Regular Meeting held on July 2, 2025.
- Resolution Number 3765 Declaring State of Local Disaster Emergency.

- c. Resolution Number 3766 Authorizing the Drawdown of Anonymous Donation of \$250,000.00 from Lake Kahola Fund for Skateboard Park.
- d. KDOT KAIP Grants for the South Apron Rehabilitation and to Upgrade and Relocate the Self-Serve Fuel System.
- e. Automated Surface Observing Systems Lease Agreement with the FAA.
- f. Contract for Administrative Services for CDBG Commercial Rehab Project at 417 Commercial Street.

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

### **CITY COMMISSION (City Manager's Report)**

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

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

#### **TENTATIVE AGENDA FOR AUGUST 6, 2025, MEETING.**

- Proclamation Recognizing August 14-17 as The Wall that Heals Days.
- Ordinance Adopting 2025 Standard Traffic Ordinance 52<sup>nd</sup> Edition.
- Ordinance Adopting 2025 Uniform Public Offense Code 41<sup>st</sup> Edition.
- Resolution for CDBG Grant for Soccer Field Improvements.
- Ordinance to Amend Joint Emporia/Lyon Co. Joint Traffic Safety Committee.
  
- **Study Session:**
  - Discuss Emporia Public Library Remodel.
  - 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.

Commissioner Smith welcomed the PDGA Junior disc golfers for the world championships.

### **EXECUTIVE SESSION**

Commissioner Brinkman made a motion to recess into Executive Session for 25 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 11:35 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 11:35 a.m., this same date, in the City Commission Meeting Room, Commissioner Sauder made a motion to continue the executive session discussion for the reason stated previously with all the same pertinent city staff and resuming the open meeting in the City Commission Meeting Room at approximately 11:46 a.m. Commissioner Brinkman seconded the motion. The vote follows: Commissioner Sauder, aye; Commissioner Brinkman, aye; and Mayor Harter, aye. Commissioners Curtis and Smith were not present at the time of vote.

Upon reconvening the meeting in Regular Session, at 11:46 a.m., this same date, in the City Commission Meeting Room, 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 until 12:05 p.m. to Conference Room 1AB. Commissioner Sauder seconded the motion. The vote follows: Mayor Harter aye; Commissioner Sauder, aye; Commissioner Brinkman, aye; Commissioner Curtis, aye; and Commissioner Smith, aye.

### **The following items were discussed at the Study Session:**

1. NFC Discussion Regarding Locations for Proposed Fitness Equipment.

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; Commissioner Sauder, aye; and Mayor Harter, aye.



Erren Harter, Mayor

ATTEST:

Kerry Sull, City Clerk