



**CITY COMMISSION
WEDNESDAY, AUGUST 20, 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

Proclamation Recognizing September as Suicide Prevention Month

Accepted by: Melissa Owen, Executive Director of Beacon for Hope Suicide Prevention

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) Ordinance No. 25-24 Amending the Parcel Type of Industrial Park IV from Lyon County Industrial Flex to Emporia Industrial Flex

Presented by: Justin Givens, Planning & Zoning Administrator

Recommended Action: Approve Ordinance No. 25-24 Amending the Parcel Type of Industrial Park IV from Lyon County Industrial Flex to Emporia Industrial Flex

2) Extension Request for Gazette Building LLC CDBG Project

Presented by: Tayler Wash, Assistant City Manager

Recommended Action: Authorize the Mayor to sign documents related to the six-month extension request for the Gazette Building LLC CDBG project, establishing a new completion date of February 28, 2026

3) KDOT Award of CCLIP-SP FY2028 for Mill, Overlay, and Pavement Markings on US-50 Highway (6th Avenue) between Prairie Street and Neosho Street

Presented by: Jim Ubert, City Engineer

Recommended Action: Approve the KDOT awarded CCLIP SP project and authorize the Mayor to sign KDOT Form 1302

COMMUNICATIONS

Presented by Trey Cocking, City Manager.

- 1) Financial & Permits
- 2) July Budget

CONSENT AGENDA

Presented by Trey Cocking, City Manager.

- 1) Commission Minutes for August 6, 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

- 1) Recess into executive session for 20 minutes, inviting pertinent city staff for the purpose of consultation with the City Attorney regarding a legal matter. The justification for executive session is provided in K.S.A. 75-4319(b)(2) to protect privileged communication in the attorney-client relationship. The open meeting will resume in this room at approximately __:____ a.m./p.m.

RECESS

Recess to Conference Room 1AB for Study Session

STUDY SESSION AGENDA ITEMS

- 1) Budget Discussion

ADJOURNMENT



PROCLAMATION

WHEREAS, suicide is one of the leading causes of death in Kansas, affecting individuals throughout Emporia across all ages, professions, backgrounds, and neighborhoods, including children, teens, college students, working families, veterans, and older adults; and

WHEREAS, Kansas has seen a suicide rate increase of over 45% since 1999, surpassing the national average; and

WHEREAS, rural communities across Kansas, including Emporia, face unique barriers to mental health support; and

WHEREAS, in 2023, over 500 Kansans died by suicide, deeply affecting families, friends, and communities; and

WHEREAS, local and statewide organizations are working tirelessly to offer crisis intervention, mental health services, and hope; and

WHEREAS, Beacon for Hope Suicide Prevention is committed to building a community that prioritizes breaking the silence around suicide and offers support to those who are struggling.

WHEREAS, we are committed to fostering a compassionate and informed community where everyone feels seen, heard, and supported.

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

Suicide Prevention Month

in the city of Emporia, Kansas, and urge all residents of Emporia to raise awareness, learn the warning signs, and support efforts to prevent suicide

On this 20th Day of August 2025

ATTEST:

Erren Harter, Mayor

Kerry Sull, City Clerk



Commission Action Report

Ordinance No. 25-24 Amending the Parcel Type of Industrial Park IV

Title: Ordinance No. 25-24 Amending the Parcel Type of Industrial Park IV from Lyon County Industrial Flex to Emporia Industrial Flex (IF)

Agenda Date: August 20, 2025

Presented By: Justin Givens, Planning & Zoning Administrator

Background:

The City initiated the rezoning of properties within Industrial Park IV after recently annexing the property. Properties that are annexed into the city limits retain their county zoning designation until that time when they are rezoned to a City zoning parcel type.

The Planning Commission, following a public hearing at their June 17, 2025, meeting, made a recommendation to change the parcel type from county Industrial Flex to City Industrial Flex to the City Commission.

Discussion:

This action was initiated by the City to ensure that proper City zoning standards would be applied to any potential development on the property. Oftentimes, sites are evaluated on whether proper zoning is in place, and this action would help to ensure that the property is zoned under City regulations.

The Governing Body, when considering a recommendation from the Planning Commission on a Rezoning Application may; 1) adopt such recommendation by ordinance; 2) override the Planning Commission's recommendation by a 2/3 majority vote of the membership of the Governing Body; or (3) return such recommendation to the Planning Commission with a statement specifying the basis for the Governing Body's failure to approve or disapprove.

Financial considerations:

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

Recommended action:

Approve Ordinance No. 25-24 Amending the Parcel Type of Industrial Park IV from Lyon County Industrial Flex to Emporia Industrial Flex (IF)

Attachments:

Ordinance Amending the Parcel Type
Excerpt of Minutes from June 18, 2025, Planning Commission Meeting, including staff report
Regulating Plan Map
Zoning Map

ORDINANCE NO. 25-24

**AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF CERTAIN PROPERTY
WITHIN THE CITY OF EMPORIA, KANSAS, AND AMENDING THE OFFICIAL ZONING MAP TO
CONFORM WITH SAID ZONING**

WHEREAS, after providing proper notice required by K.S.A. 12-757 and the City of Emporia Zoning Regulations, the Emporia Planning Commission held a public hearing on June 17, 2025, and voted 6-0 to recommend approval of the request to rezone property located at 600 and 625 W HWY 50; and

WHEREAS, the Governing Body has considered the Planning Commission's recommendation, applicable zoning factors, and public comments, and finds the rezoning consistent with the Comprehensive Plan and in the public interest.

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

Section 1. The following described property is hereby rezoned from Lyon County Industrial Flex (IF) Parcel Type to that of City of Emporia Industrial Flex (IF) Parcel Type, to wit:

Lots 1, 2, and 3 of Park IV Subdivision, Emporia, Lyon County, Kansas

And generally located at 600 & 626 W HWY 50, Emporia, KS

Section 2. Upon the effective date of this ordinance, the above zoning amendment shall be entered and shown upon the Official Zoning Map.

Section 3. Any provisions in conflict with said zoning amendments are hereby repealed.

Section 4. This ordinance shall become effective upon publication in the official city newspaper.

PASSED AND APPROVED by the Governing Body of the City of Emporia, Kansas, this 20th day of August 2025.

Erren Harter, Mayor

ATTEST:

Kerry Sull, City Clerk



**EMPORIA-LYON COUNTY METROPOLITAN AREA
PLANNING COMMISSION / BOARD OF ZONING APPEALS
EXCERPT MINUTES OF JUNE 17, 2025
REGULAR MEETING**

The Planning Commission met in a regular session on Tuesday, June 17, 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.

2. Consider PC 2025-08 – A Request for Rezoning of Property Located at 600 & 626 W HWY 50 – City Initiated.

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 2025-08

Applicants: City of Emporia

Owners: Emporia Enterprises INC.

Requested Action: Rezoning property from Lyon County parcel type to City of Emporia parcel type.

Purpose: The City is initiating the rezoning of this property following annexation in 2024. Since parcels retain their county designation, staff felt compelled to initiate the rezoning of this property to a City parcel type to assist in streamlining and eliminating additional hurdles for any future development of the property. The property is currently assigned an Industrial Flex parcel type under county zoning regulations and would keep the same parcel type only under City regulations.

Address: 600 & 626 W HWY 50, Emporia KS

Legal description: Lots 1, 2, and 3 of Park IV Subdivision, Emporia, Lyon County, Kansas

Lot Size: 147 acres +/-

Existing Zoning: Lyon County Industrial Flex (IF)

Future Zoning in ELC Comp. Plan: Industrial Flex (IF)

Surrounding Zoning:

North	County Single-Family Detached County Agriculture
East	County Agricultural County Commercial
South	City Commercial County Industrial
West	Agricultural

Surrounding Actual Uses:

North	Large Lot Residential Ag Land
East	Ag Land Fanestil Meats
South	US HWY 50 Prairie Land Partners
West	Large Lot Residential Ag Land

Analysis: This property was annexed in 2024 and following subsequent annexations, it was determined by staff, that properties retain their county zoning designation until they are rezoned to City parcel types. Often times, when site selectors are looking for possible sites for projects, a common question asked is “is this property properly zoned for development”. One such situation occurred recently and it prompted staff to initiate the rezoning process, so one less hurdle for development can be removed.

This is not to say that a future development could not request more intense Industrial parcel types or Conditional Use Permits, but this action does allow for developers to use the City zoning regulations as a base for determining if a property is suitable and matches their needs.

Staff would reiterate that there is no development looming for this property, but this action is a proactive step to help make the property as marketable as possible.

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; **Removing the County designation and assigning a City zoning designation is consistent with the zoning regulations and required for properties to be developed within the City.**
2. The character and condition of the neighborhood and its effect on the proposed change; **Rezoning this property to a City Commercial Parcel Type would have no negative effect on the neighboring properties. The property is currently designated with a county parcel type of Industrial Flex. This action merely changes the underlying zoning from a county parcel type to a City parcel type.**

3. The zoning and uses of properties nearby; **The property is currently zoned as a county Industrial Flex parcel type and was anticipated in the Regulating Plan to be Industrial Flex property. Changing the zoning from county to City Industrial Flex would have no detrimental effect on any neighboring properties.**
4. The suitability of the subject property for the uses to which it has been restricted; **The property has, to the extent of staff's knowledge been zoned as an Industrial type property since it was purchased by Emporia Enterprises. This property is suited to be Industrial in nature and removing county regulations and allowing City regulations would streamline the development process.**
5. The extent to which removal of the restrictions will detrimentally affect nearby property; **Removing the county Parcel Type designation and reclassifying it as a City Industrial Flex Parcel Type will have no detrimental impact on nearby properties. The property has been zoned and anticipated to be an industrial development and is listed as such in the comprehensive plan.**
6. The length of time the subject property has remained vacant as zoned; **The length of time this property has been vacant is not necessarily applicable to this rezoning request. This property has been contemplated as industrial in nature.**
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; **Again, this property has been contemplated as an Industrial type property and this action is limited to transitioning from county regulations to City regulations. The delay of reclassifying this property could be seen as a barrier to development as it would be an additional step to see a project come to fruition on the property.**
8. The recommendations of a permanent or professional planning staff; **Staff is supportive of the rezoning.**
9. The conformance of the requested change to Plan ELC; **Plan ELC's Regulating Plan identifies this tract of land as an Industrial Parcel Type and is within the City Limits and as such, should have City Zoning Regulations applied to it.**
10. Such other factors as are deemed relevant by the Planning Commission or Governing Body.

Neighborhood Communications: Staff has received one call on the rezoning and no objections.

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 & Current Zoning Map | Plan ELC Regulating Plan Map

Commissioner Fowler asked about whether or not if extra-territorial jurisdiction was in place, would this type of action be necessary. **Givens** stated that if the City had extra-territorial jurisdiction or a complete county zoning regulations the action would not be necessary.

The Public Hearing was opened.

Monte Miller, 1769 Road F, stated that he was not against the rezoning, but wanted to make sure that the 1,000 foot notification would still be in place once this was rezoned. **Givens** stated that it was correct. Any properties that are adjacent to the city limits require 1,000 foot notifications.

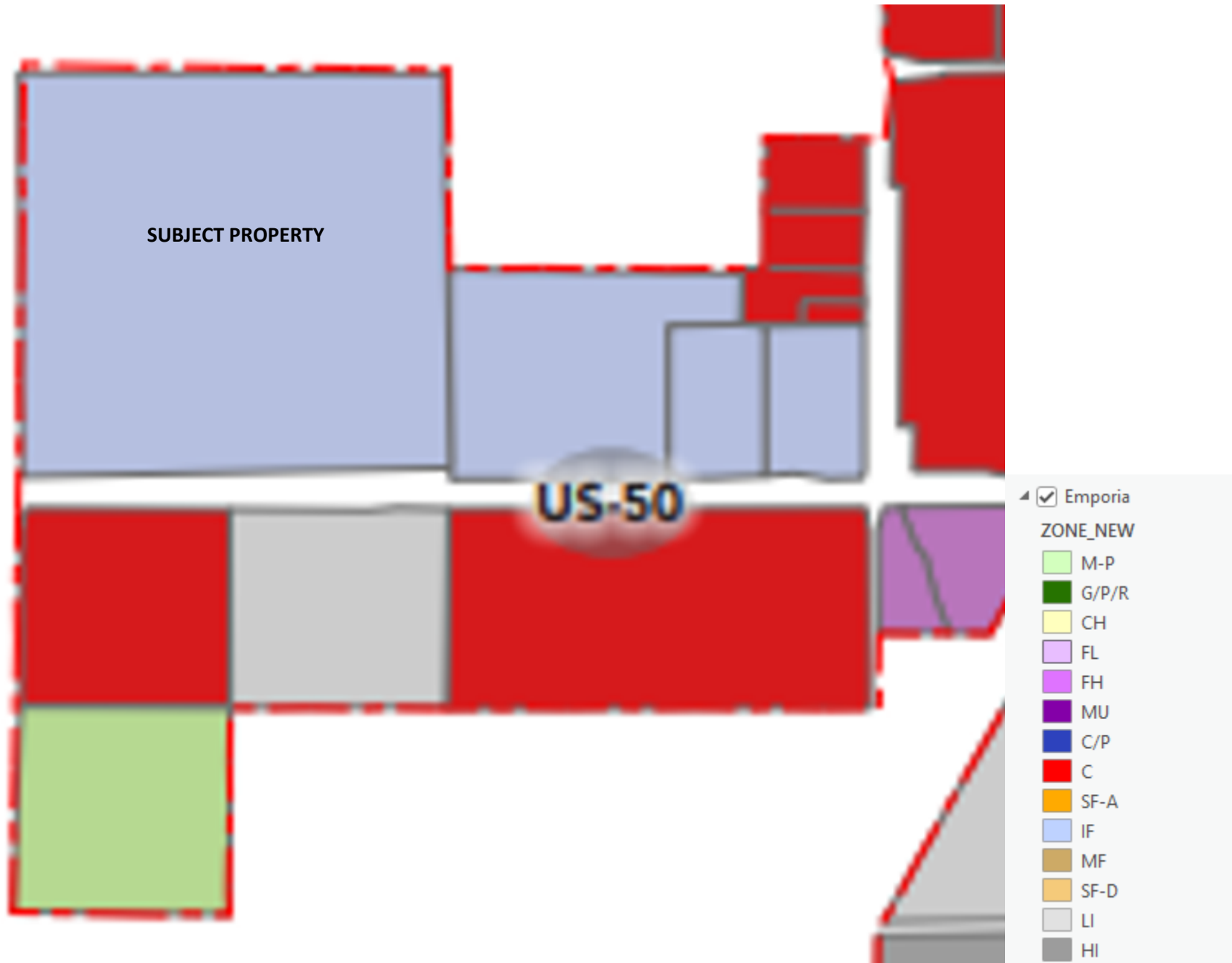
The Public Hearing was closed.

Commissioner Reed made a motion to recommend approval of the rezoning request and finding that the request is consistent with the Comprehensive Plan and conforms with the intent of the Zoning Regulations. Commissioner Bucklinger seconded the motion. The motion carried 6-0.

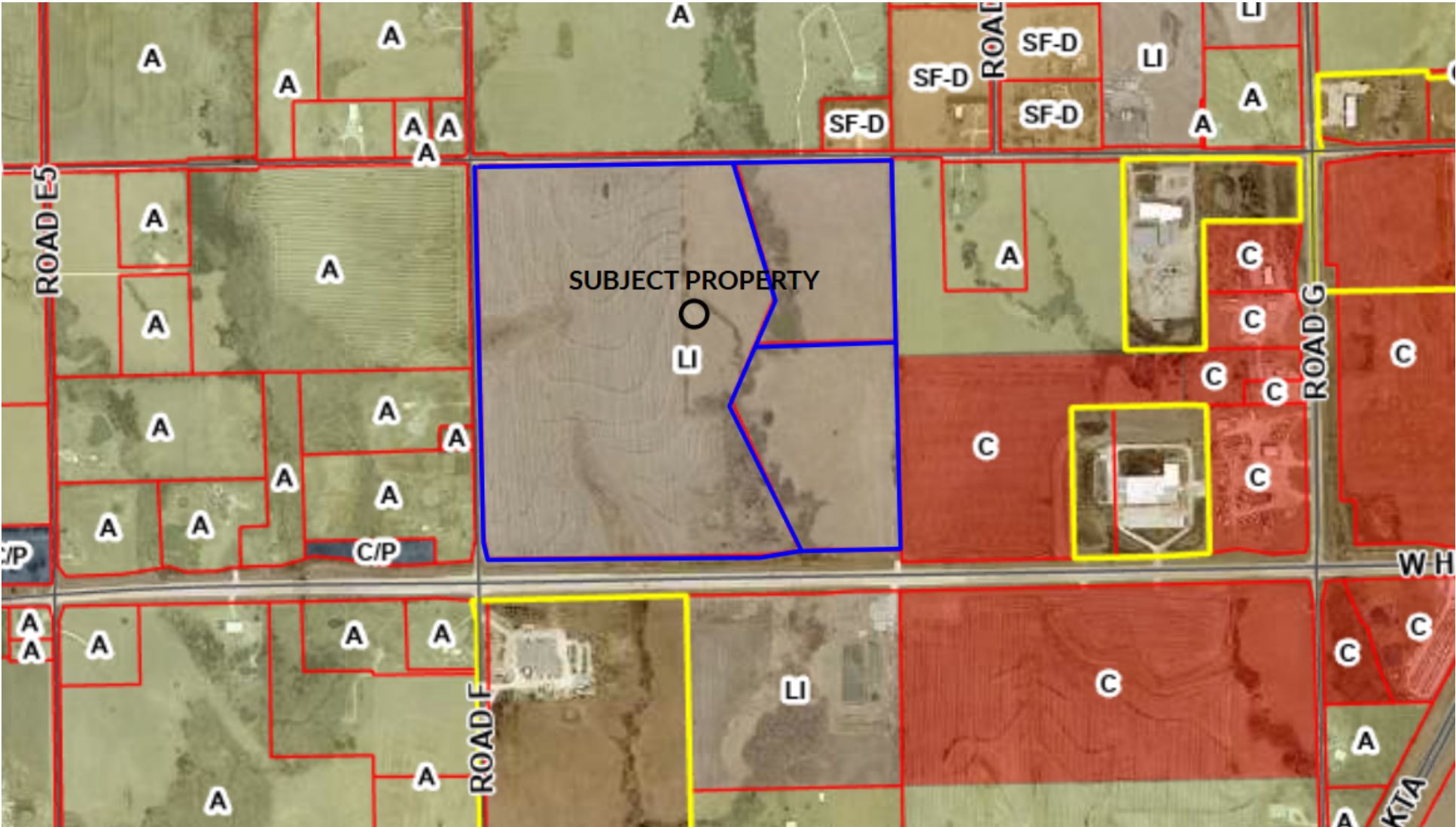
Respectfully Submitted,

Justin Givens, Secretary

INDUSTRIAL PARK IV
REGULATING PLAN MAP
REZONING



INDUSTRIAL PARK IV
COUNTY ZONING MAP
REZONING





Commission Action Report

Time Extension Request for Emporia Gazette CDBG

Title: Time Extension Request for Emporia Gazette CDBG

Agenda Date: August 20, 2025

Presented By: Tayler Wash, Assistant City Manager

Background:

The City of Emporia has been working with representatives of the Gazette Building Development on the redevelopment of the historic Gazette Building at 517 Merchant Street. This project involves renovating and repairing the building, upgrading mechanical systems and windows, and converting the second floor into residential units. The first floor and basement will be redeveloped to include restaurant, event space, office, artist studio, and short-term rental spaces, along with improvements to parking and infrastructure. The project is funded through multiple sources, including the CDBG, Historic Tax Credits, IRBs, and RHID.

Discussion:

The developer is requesting a six-month extension to the original project timeline due to unavoidable supply chain delays impacting the delivery and installation of the fire sprinkler system. The new completion date will be February 28, 2026. There are no changes to the project scope or budget associated with this request.

Financial Considerations:

There are no financial implications related to this time extension. The original budget remains unchanged.

Recommended Action:

Authorize the Mayor to sign documents related to the six-month extension request for the Gazette Building LLC CDBG project, establishing a new completion date of February 28, 2026.

Attachments:

CDBG Time Extension Request Letter

CDBG Time Extension Request Form



August 20, 2025

Tim Parks – CDBG
Kansas Department of Commerce
1000 SW Jackson St, Suite 100
Topeka, KS 66612

RE: CDBG Commercial Rehab 23-CR-004 Time Extension Request

Mr. Parks,

The City of Emporia Board of Commissioners is requesting a 6-month time extension for the completion deadline on the above-referenced project. The project has experienced unavoidable delays related to the delivery and installation of the new fire sprinkler system, which is a critical life-safety component required to meet code compliance. Despite best efforts to coordinate timely delivery and installation, supply chain issues beyond the control of the project team have impacted the schedule.

The original project completion deadline cannot be met as a result. We are respectfully requesting that the completion deadline be extended to February 28, 2026, to allow sufficient time for delivery, installation, and final inspection of the sprinkler system and to ensure all remaining construction activities can be completed in accordance with program requirements.

Thank you for considering our request. While this delay is certainly not ideal, our project delivery team is confident that the project will be completed soon. We look forward to the successful completion of this project, and greatly appreciate your ongoing support of our community's development.

Sincerely,

Erren Harter, Mayor
City of Emporia, Kansas

CONTRACT AMENDMENT/REQUEST #2

Budget Amendment ☐



Commission Action Report

Acceptance of CCLIP FY2028 Award

Title: KDOT Award of CCLIP-SP FY2028 for Mill, Overlay, and Pavement Markings on US-50 Highway (6th Avenue) between Prairie Street and Neosho Street

Agenda Date: August 20, 2025

Presented By: James Uberty, City Engineer

Background:

The City's Engineering Department submitted an application to KDOT earlier this year for CCLIP-SP funding for the above portions of US-50 Highway (6th Avenue) between Prairie Street and Neosho Street. This section of US-50 Highway were last resurfaced in 2022.

Discussion:

Financial considerations:

The City of Emporia will be responsible for 10% of construction (participating items) and construction engineering costs up to KDOT's share of \$400,000. The City will also be responsible for all Preliminary Engineering, Right-of-Way, Utility costs, non-participating costs and any costs beyond KDOT's \$400,000 match. The Estimated Project cost is \$975,000, with \$575,000 of that as the City's share, which will be funded by the Multi-Year Fund and County Wide Sales Tax Revenue.

Recommended action:

Approve the KDOT awarded CCLIP SP project and authorize the Mayor to sign KDOT Form 1302.

Attachments:

KDOT Award Letter and Form 1302.

PROJECT PROGRAMMING REQUEST

☒ New Project		☐ Amend Existing Project		Date:	8/6/2025
Program Year: 2028		Funding Program:		CCLIP-SP (Surface Preservation)	
KDOT District		MPO		MPO TIP #	
1		N/A		N/A	
County	City	Route / Corridor		Functional Classification	
Lyon	Emporia	US-50		3 = Other Principal Arterial	
Project Sponsor / Lead Agency					
City of Emporia					
Project Mgr / Contact		Phone		E-mail Address	
Jim Uberty, City Engineer		620.343.4260		juberty@emporiaks.gov	
Project Title					
U.S.-50 Highway (6th Avenue) from Prairie Street to Neosho Street					
Project Length: 1.269 miles		Desired Letting Date:		July 2027	
Letting Type: ☐ KDOT ☒ LPA ☐ Force Account					
Location, Project Limits, Description, Scope of Work					
2" Average Mill and Overlay with Pavement Markings.					
Purpose and Need					
Highway surface preservation and safety are the ultimate driving factors. This portion of US-50 Highway was last resurfaced during the KDOT CCLIP FY2023 in summer of 2022. The surface is in need of maintenance repair (surface and some full depth areas) along with pavement markings.					
Project Benefits					
Improve safety and needed pavement maintenance to extend the highway pavement life.					
RR within 1/2 mile?	RR Company Name	No. of Tracks	Existing Crossing Protection		
Yes	BNSF	3	Crossbucks		

In accordance with the Bureau of Local Projects (BLP) Memo 99-11, dated December 16, 1999, we are required, under the Comprehensive Transportation Program (CTP), to collect and record total costs of all work phases of projects. This includes local agency federal-aid and state-aid projects that include any non-participating, pre-construction local agency costs for preliminary engineering (plan design), rights of way and utility adjustments. Please show your estimate of the cost for all work phases below:

Project Cost Estimate			
	Participating	Non-Participating	Total
PE (Design)	\$ -	\$ 80,000.00	\$ 80,000.00
Utilities	\$ -	\$ -	\$ -
ROW	\$ -	\$ -	\$ -
CE (Inspection)	\$ 81,187.10	\$ -	\$ 81,187.10
Construction Total	\$ 811,871.00	\$ -	\$ 811,871.00
Surfacing (Asphalt)	\$ 811,871.00	\$ -	\$ 811,871.00
Surfacing (Asphalt)	\$ -	\$ -	\$ -
Surfacing (Concrete)	\$ -	\$ -	\$ -
Signing and Pavement Marking	\$ -	\$ -	\$ -
Lighting	\$ -	\$ -	\$ -
Seeding	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Project Totals	\$ 893,058.10	\$ 80,000.00	\$ 973,058.10

PROJECT PROGRAMMING REQUEST

BE IT RESOLVED: That sufficient funds from City of Emporia

are now, or will be available and are hereby pledged to the Secretary in the amount and at the time required for the supplementing of federal funds available for the completion of this project. Prior to Federal Authorization, any project expenditures made by the LPA are ineligible for federal funding and remain the responsibility of the LPA. Upon cancellation of the project by the LPA, the LPA shall reimburse the Secretary within thirty (30) days after receipt of statement of cost incurred by the Secretary prior to cancellation.

Please sign below in accordance with your local policy.

Recommended for Approval:



Jim Ubert, City Engineer

Appropriate Local Officials

Erren Harter, Mayor

ATTEST:

Kerry Sull, City Clerk

Title

Title

July 28, 2025

Mr. Jim Ubert
City Engineer
522 Mechanic St.
Emporia, KS 66801

Dear Mr. Ubert:

Congratulations! Your application for a Surface Preservation project has been selected for funding as part of the Kansas Department of Transportation (KDOT) State Fiscal Year (SFY) 2028 City Connecting Link Improvement Program. KDOT has allocated \$400,000 for Construction & Construction Engineering for this project:

Mill and overlay (2") and pavement markings on US-50 from Prairie Street to Neosho Street

The City will be required to contribute a minimum of 10% plus anything over the amount shown above and will also be responsible for all Preliminary Engineering, Right-of-Way, and Utility costs.

All CCLIP application estimates were reviewed and adjusted for inflation. The CCLIP funding awards were modified accordingly, for the applied project limits and scope. These should not be modified during project development without KDOT concurrence.

For KDOT to program your project, you must have completed the [Pre-Project Certification Program \(PPCP\)](#) and you must return a completed 1302 form before September 1, 2025. Please complete and submit the 1302 form as soon as possible to KDOT.LPePlans@ks.gov.

Once KDOT receives your completed 1302 form, KDOT will verify your PPCP certification, program the project, and send a project schedule as a reference in developing the project in accordance with KDOT's procedures. Project development details may be found in the LPA Project Development Manual at [KDOT: Local Projects](#). After receiving and reviewing field check plans, a project manager from KDOT Bureau of Local Projects will contact you to schedule the field check for the project.

To keep the project on schedule, this letter serves as the commitment from KDOT to fund this project at the amount written above. An agreement between KDOT and the City will be forthcoming that outlines all terms and conditions of KDOT's funding. However, to allow you to begin preliminary engineering, the following clauses will be included in the agreement between the City and KDOT and shall be included in your contract with a consultant to provide preliminary engineering services:

Conformity with State and Federal Requirements. The City shall be responsible to design the Project or contract to have the Project designed in conformity with the state and federal design criteria appropriate for the Project in accordance with the current Local Projects LPA Project Development Manual, Bureau of Local Project's (BLP's) project memorandums, memos, the KDOT Design Manual, Geotechnical Bridge Foundation Investigation Guidelines, Bureau of Road Design's road memorandums, the latest version, as adopted by the Secretary, of the Manual on Uniform Traffic Control Devices (MUTCD), the current version of the Bureau of Transportation Safety and Technology's Traffic Engineering Guidelines, and the current version of the KDOT Standard Specifications for State Road and Bridge Construction with Special Provisions, and any necessary Project Special Provisions, and with the rules and regulations of the FHWA pertaining to the Project.

Consultant Contract Language. The City shall include language requiring conformity with Article III, paragraph 3 above, in all contracts between the City and any Consultant with whom the City has contracted to perform services for the Project. In addition, any contract between the City and any Consultant retained by them to perform any of the services described or referenced in this paragraph for the Project covered by this Agreement must contain language requiring conformity the paragraph entitled Conformity with State and Federal Requirements. In addition, any contract between the City and any Consultant with whom the City has contracted to prepare and certify Design Plans for the Project must also contain the following provisions:

- (a) Completion of Design. Language requiring completion of all plan development stages no later than the current Project schedule's due dates as issued by KDOT, exclusive of delays beyond the Consultant's control.
- (b) Progress Reports. Language requiring the Consultant to submit to the City (and to the Secretary upon request) progress reports at monthly or at mutually agreed intervals in conformity with the official Project schedule.
- (c) Third-party Beneficiary. Language making the Secretary a third-party beneficiary in the agreement between the City and the Consultant. Such language shall read:

“Because of the Secretary of Transportation of the State of Kansas’ (Secretary’s) obligation to administer state funds, federal funds, or both, the Secretary shall be a third-party beneficiary to this agreement between the City and the Consultant. This third-party beneficiary status is for the limited purpose of seeking payment or reimbursement for damages and costs the Secretary or the City or both incurred or will incur because the Consultant failed to comply with its contract obligations under this Agreement or because of the Consultant’s negligent acts, errors, or omissions. Nothing in this provision precludes the City from seeking

recovery or settling any dispute with the Consultant as long as such settlement does not restrict the Secretary's right to payment or reimbursement."

If you have any questions, please do not hesitate to contact us. Questions may be directed to Jenny Egging at (785) 217-1108 or Jenny.Egging@ks.gov.

Sincerely,

A handwritten signature in black ink, reading "Dawn M. Hueske". The signature is written in a cursive, flowing style.

Dawn M. Hueske, Chief
Bureau of Local Projects

Cc: Michael Rinehart, KDOT District Engineer
Steve Baalman, KDOT Area Engineer
Hugh Bogle, KDOT Project Manager



Commission Action Report

Financials and Permits

Title: Financials and Permits
Agenda Date: August 20, 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 July 2025 for the community:

Monthly Local Retail Sales Tax Receipts Update

	2024	2025	
	\$ 556,223.25	\$ 618,246.09	Increase of \$62,022.84 for the month, and
YTD	\$ 3,715,822.34	\$3,856,565.69	Overall increase of 3.65% from year 2024.

City Share from County Tax

	2024	2025	
	\$ 283,605.37	\$ 318,422.85	Increase of \$34,817.48 for the month, and
YTD	\$ 1,896,393.17	\$ 2,013,393.98	Overall increase of 5.81% from year 2024.

Building Permits issued from 7/1/2025 to 7/31/2025 for new construction, remodeling/repairs and demolition.

Total number of building permits issued through Code Services:	53
Total valuations associated with those building permits:	\$ 976,344.63
Total number of dollars collected for Building Permit Fees:	\$ 7,281.00
Construct – Single-family dwellings	0
Demo – Single-family dwellings	1

Flint Hills Mall CID for July 2025	\$ 33,128.03
YTD	\$ 123,811.95

Pavilions CID for July 2025	\$ 14,931.94
CID #2	\$ 14,931.94
YTD	\$ 226,720.46

Fairview Hotel CID for July 2025	\$ 8,347.92
YTD	\$ 49,462.65

West Plaza CID for July 2025	\$ 8,224.34
YTD	\$ 56,558.05



DATE: August 12, 2025
TO: City Commissioners
FROM: Janet Harrouff
SUBJECT: Budget Comparison

The **General Fund** Income Statement for the seven-month period ending July 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 12.4% more than 2024.

Sales Tax is \$257,744 higher than 2024 and 59% of the YTD budget.

Franchise tax is \$109,000 higher than 2024 and 61% of the YTD budget.

Administration fees are \$128,000 higher than 2024 and 62% of the YTD budget.

Expense

Personnel Services is 8% more than 2024 and 52% of the YTD budget.

Maintenance and Repairs are down 28% from 2024.

Commodities are up 18% from 2024 due to the purchase of the Tyler Technologies software.

Total revenues for the seven-month period ending July 31, 2025, were \$19,382,262 and expenses were \$17,384,230. The unencumbered cash balance is \$8,676,051.

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

Revenue

Sale of Water is 7% higher than 2024 or \$352,000 more. 55% of the budget has been received.

Expense

Maintenance & Repair is 39% lower than 2024 or \$234,000 less.

Total revenues for the seven-month period ending July 31, 2025, were \$5,906,823 while expenses were \$7,713,082. The expense amount includes the entire bond payment that will be made in August. The ending cash balance is negative \$1,796,260.

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

Revenue:

Sewer Charges are 9% higher than in 2024 which is \$356,000 more in revenue.

Expenses

Maintenance and repair and commodities are down from 2024 in the amount of \$65,000.

Total revenues for the seven-month period ending July 31, 2025, were \$4,231,736 and expenses were \$5,187,961. The cash balance is negative \$315,244.

The **Solid Waste Fund** Income Statement for the seven-month period ending July 31, 2025, has been reviewed and the significant budget variations have been explained below.

Revenue

Fees for polycarts and dumpsters are 6% higher than in 2024. Roll off containers are up 3% and landfill fess are up 80% for a revenue increase of \$404,000 over 2024.

Expenses

Personnel services and utilities are 14% higher than in 2024. Maintenance and repair is 18% higher than in 2024. Overall expenses are up \$687,000 from 2024.

Total revenues for the seven-month period ending July 31, 2025, were \$3,693,412 and expenses were \$4,514,013. The fund experienced a loss of \$820,601 in the first seven months of the year. The cash balance has decreased \$1,242,000 since July 2024.

GENERAL FUND

as of July 31, 2025

GENERAL FUND

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -July Actual	2025 Jan -July 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	6,139,440	6,900,297	12.39%
Sales Tax	9,789,887	9,960,982	5,612,216	5,869,960	4.59%
Franchise Tax	2,819,267	2,776,900	1,590,496	1,699,709	6.87%
Other Taxes	747,810	696,594	292,345	233,574	-20.10%
Intergovernmental Taxes	424,887	399,838	269,894	253,354	-6.13%
Licenses & Permits	294,976	264,350	192,405	128,054	-33.45%
Charges for Services	2,411,599	2,420,816	1,628,486	1,626,830	-0.10%
Fines & Fees	525,589	495,400	293,001	391,815	33.73%
Use of Property and Money	914,263	185,596	83,740	120,134	43.46%
Interest Receivable		550,000	458,146	203,931	-55.49%
Reimbursements	226,524	5,100	3,415	8,981	163.02%
Administrative Transfers	2,731,921	2,953,560	1,718,637	1,846,794	7.46%
Misc Revenue		41,500	50,235	14,517	-71.10%
Contributions			26,470	25,700	-2.91%
Operating Revenues	240	0	0	0	0.00%
Nonoperating Revenues	225,753	100,000	49,629	58,612	18.10%
TOTAL RECEIPTS	27,513,743	27,992,100	18,408,555	19,382,262	5.29%
EXPENDITURES					
Personnel Services	17,949,291	18,052,533	10,089,601	10,934,466	8.37%
Vacancy Rate		0	0		0.00%
Maintenance & Repair	968,713	1,153,800	615,055	442,124	-28.12%
Commodities	1,631,449	2,134,335	1,026,401	1,216,672	18.54%
Other Charges	354,999	910,645	276,852	396,139	43.09%
Capital Outlay	225,163	201,500	91,255	9,920	-89.13%
Transfer to Economic Development	925,000	925,000	539,583	539,583	0.00%
Transfer to Multi Year Fund	3,358,119	3,416,507	1,896,393	2,013,394	6.17%
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	306,436	303,314	-1.02%
Communications	107,898	145,250	62,312	60,100	-3.55%
Training and Travel	182,158	239,200	97,308	124,429	27.87%
Jail Expenses	62,200	87,500	34,800	29,350	-15.66%
Other Contractual	888,344	1,205,316	513,898	555,253	8.05%
Outstanding PO's		0	0	52,928	
TOTAL EXPENDITURES	27,201,608	29,678,836	15,589,896	17,384,230	11.51%
Revenue less expenses	312,135	(1,686,736)	2,818,659	1,998,032	
Cash Basis Adjustments/Non-appropri	(20,748)	0	0	(63,550)	
Ending Cash Balance	6,741,570	3,802,337	9,268,842	8,676,051	
Base for Reserve calculation	22,695,100	24,563,629	13,022,664	14,114,774	
15% Reserve	3,404,265	3,684,544	1,953,400	2,117,216	
Amount over 15% Reserve	3,337,305	117,793	7,315,442	6,558,835	

GENERAL FUND

as of July 31, 2025

	2025	2024	2025	Change
	Budget	Jan -July Actual	Jan -July Actual	between 24 & 25
EXPENDITURES				
Administration	-	214,517.93	214,642.94	125.01
Commission/Manager/Clerk	5,310,627.00	974,710.39	847,961.16	(126,749.23)
Accounting/HR	546,811.00	260,682.70	281,131.51	20,448.81
IT	549,437.00	232,411.11	264,341.36	31,930.25
Communication	20,100.00	-	20,579.68	20,579.68
Police	5,982,680.00	3,151,652.04	3,783,930.93	632,278.89
Animal Control	286,834.00	135,071.01	180,665.42	45,594.41
Fire	3,589,287.00	1,856,984.55	2,127,432.85	270,448.30
EMS	4,176,286.00	1,951,603.65	2,109,298.59	157,694.94
Municipal Court	659,309.00	346,575.83	381,215.45	34,639.62
Engineering	755,403.00	343,983.13	487,368.60	143,385.47
Street - Snow Removal	75,000.00	21,386.57	70,381.57	48,995.00
Golf Course Maintenance	584,155.00	336,658.06	355,181.22	18,523.16
Golf Course Shop	528,024.00	310,793.32	369,855.20	59,061.88
Park	1,356,066.00	719,910.11	757,801.88	37,891.77
Disc Golf	226,735.00	103,101.14	8,861.63	(94,239.51)
Aquatic Center	243,300.00	75,282.89	78,400.00	3,117.11
Zoo	938,587.00	457,187.91	419,346.54	(37,841.37)
Civic Auditorium	908,451.00	448,727.51	549,056.75	100,329.24
Civic/Library	86,417.00	83,240.47	96,488.20	13,247.73
Civic/Grounds Maintenance	139,727.00	40,277.93	44,328.48	4,050.55
Civic/ Concessions	90,952.00	56,518.87	58,845.14	2,326.27
Building & Neighborhood Development	998,619.00	531,645.19	610,743.98	79,098.79
Shop	92,616.00	(16,482.40)	(13,251.13)	3,231.27
Street Lighting	349,020.00	183,407.90	185,342.76	1,934.86
Appropriations	91,500.00	66,249.73	71,726.62	5,476.89
Airport	897,333.00	476,792.98	403,868.16	(72,924.82)
Parking Facility	11,600.00	5,421.98	12,904.26	7,482.28
Sales Tax Transfer	4,341,507.00	2,435,976.48	2,552,977.29	117,000.81
TOTAL EXPENDITURES	33,836,383.00	15,804,288.98	17,331,427.04	1,527,138.06

Multi Year Fund

as of July 31, 2025

	Preceding Year 2024 (Actual)	2025 Original Budget	2024 Jan -July Actual	2025 Jan -July 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	1,896,393.17	2,013,393.98	6.17%
Reimbursement from state	473,211.16				
Interest	191,881.54	130,000.00	108,680.08	62,538.90	-42.46%
Total Revenue	4,023,212.09	3,546,507.00	2,005,073.25	2,075,932.88	3.53%
EXPENSES					
Unspent expenses				-	
Maintenance & Repair		250,000.00	39,680.80	40,215.44	1.35%
Other Charges			-	-	
Capital	2,492,228.31	3,427,800.00	191,264.20	352,116.01	84.10%
Transfer Out	200,000.00	-	200,000.00	350,000.00	75.00%
Communications			573.10	-	-100.00%
Contractual Services	1,603,253.88	2,295,130.00	891,243.24	23,224.34	-97.39%
Outstanding PO's				1,432,742.33	#DIV/0!
Total Expenses	4,295,482.19	5,972,930.00	1,322,761.34	2,198,298.12	#DIV/0!
Ending Cash Balance	2,723,727.31	633,587.61	3,678,309.32	2,601,362.07	

Insurance Reserve

as of July 31, 2025

	Preceding Year 2024 (Actual)	2025 Original Budget	2024 Jan -July Actual	2025 Jan -July 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	\$19,478	\$11,905	-38.88%
TOTAL RECEIPTS	\$36,355	\$0	\$19,478	\$11,905	-38.88%
EXPENDITURES					
Maintenance & Repair	\$0	\$0			
Misc Projects	\$0	\$0			
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	
Ending Cash Balance	\$699,713	\$0	\$682,836	\$711,618	

Vacant Property Program

as of July 31, 2025

	Preceding Year 2024 (Actual)	2025 Original Budget	2024 Jan -July Actual	2025 Jan -July 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	\$1,553	\$0	-100.00%
TOTAL RECEIPTS	\$2,358	\$0	\$1,553	\$0	-100.00%
EXPENDITURES					
Maintenance & Repair	\$0	\$0	\$0	\$21	0.00%
Other Contractual Services	\$85,140	\$0	\$54,076	\$6,065	-88.78%
TOTAL EXPENDITURES	\$85,140	\$0	\$54,076	\$6,086	-88.75%
Ending Cash Balance	\$7,580	\$0	(\$52,523)	\$1,495	

Library Fund

as of July 31, 2025

	Preceding Year 2024 (Actual)	2025 Original Budget	2024 Jan -July Actual	2025 Jan -July Actual	Change between 24 & 25
Beginning Cash Balance	\$0	\$0	\$0	\$78	
REVENUE					
Ad Valorem Property Tax	\$1,086,316	\$1,104,165	\$1,046,446	\$1,100,180	5.13%
Other Taxes	\$115,497	\$97,578	\$53,397	\$42,318	-20.75%
TOTAL RECEIPTS	<u>\$1,201,813</u>	<u>\$1,201,743</u>	<u>\$1,099,842</u>	<u>\$1,142,498</u>	3.88%
EXPENDITURES					
Insurance Refund		\$0			
Misc Projects		\$0			
Appropriation	\$1,201,735	\$1,248,955	\$1,099,842	\$1,142,578	0.03%
TOTAL EXPENDITURES	<u>\$1,201,735</u>	<u>\$1,248,955</u>	<u>\$1,099,842</u>	<u>\$1,142,578</u>	
Ending Cash Balance	\$78	(\$47,212)	\$0	(\$1)	

Transient Guest Tax

as of July 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -July Actual	2025 Jan -July Actual	Change between 24 & 25
Beginning Cash Balance	\$999,063	\$588,887	\$999,063	\$671,185	
REVENUE					
Transient Guest Tax	\$932,626	\$950,000	\$669,697	\$683,606	2.08%
Interest on Investment	\$24,211	\$10,000	\$17,037	\$11,926	-30.00%
Fence rental	\$2,369	\$0	\$0	\$0	
Miscellaneous	\$14,432			\$14,006	
Accounts Receivable - fence rental	\$8,540			\$0	
TOTAL RECEIPTS	\$982,178	\$960,000	\$686,734	\$709,538	3.32%
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	\$60,000	100.00%
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	\$20,000	#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	\$633,127	-27.59%
Ending Cash Balance	\$671,185	\$408,887	\$811,388	\$747,596	
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	\$298,953.58
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	\$683,605.58

City of Emporia, Kansas

Industrial Fund

as of July 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -July Actual	2025 Jan -July 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	1,035	1,087	5.02%
Other Taxes	136		61	41	-32.31%
Interest on Investment	1,334	800	709	456	-35.63%
TOTAL RECEIPTS	2,530	1,800	1,805	1,585	-12.20%
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)	25,252	27,562	

Economic Sales Tax

as of July 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -July Actual	2025 Jan -July Actual	Change between 24 & 25
Beginning Cash Balance	\$1,319,820	\$989,728	\$1,319,820	\$1,045,887	
Revenue:					
Sales Tax Receipts	\$925,000	\$925,000	\$539,583	\$539,583	0.00%
Interest Income	\$31,551	\$20,000	\$18,327	\$14,587	-20.41%
Money for Land Purchases	\$195,906	\$0		\$0	
RDA returned money				\$79,182	#DIV/0!
Total Revenue	\$1,152,457	\$945,000	\$557,910	\$633,352	13.52%
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		-\$156,983	\$24,288	-115.47%
Miscellaneous	-\$7,596			\$53	
Special Projects	\$13	\$967,535	\$0		
Total Expenses	\$1,426,390	\$1,834,727	\$1,050,231	\$698,400	-33.50%
Ending Cash Balance	\$1,045,887	\$100,001	\$827,500	\$980,839	

Special Alcohol Fund

as of July 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -July Actual	2025 Jan -July 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	53,294	50,900	-4.49%
Interest on Investment	6,287	3,000	3,341	1,898	-43.19%
TOTAL RECEIPTS	114,410	107,660	56,635	52,798	-6.78%
EXPENDITURES					
Appropriations	112,200	144,400	59,700	66,900	12.06%
Special Projects		0	0	0	
TOTAL EXPENDITURES	112,200	144,400	59,700	66,900	12.06%
Ending Cash Balance	122,643	80,153	117,368	108,541	

	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

	2021	2022	2023	2024	2025
Receipts					
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 July 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -July Actual	2025 Jan -July 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	\$53,294	\$50,900	-4.49%
Interest on Investment	\$8,719	\$4,000	\$4,173	\$2,842	-31.89%
TOTAL RECEIPTS	\$116,842	\$108,660	\$57,467	\$53,742	-6.48%
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	\$158,375	\$152,175	
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	\$2,500.00		Tees & Banks Reel Mower (2004)		
	<u>95,500.00</u>				

Special Street Fund

as of July 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -July Actual	2025 Jan -July Actual	Change between 24 & 25
Beginning Cash Balance	179,135	113,211	179,135	188,562	
REVENUE					
Gasoline Tax	733,844	745,383	526,572	349,310	-33.66%
Damages	20,438	5,000	12,178	15,976	31.19%
Interest on Investment	15,927	10,000	8,589	4,433	-48.39%
Transfer of Funds	102,420	100,000	100,000	100,000	0.00%
Sale of Salvage	0			0	
Miscellaneous	125	0	125	0	
TOTAL RECEIPTS	872,754	860,383	647,465	469,719	-27.45%
EXPENDITURES					
Personnel Services	632,443	634,288	374,231	362,366	-3.17%
Vacancy		(12,147)			#DIV/0!
Maintenance & Repair	87,417	131,870	57,315	55,545	-3.09%
Commodities	108,214	154,350	63,889	71,589	12.05%
Other Charges	20,827	(41,712)	12,981	43,805	237.46%
Capital Outlay	0	0		0	#DIV/0!
Transfer of Funds	0	25,000	0	33,109	#DIV/0!
Utilities	9,225	5,750	8,199	3,166	-61.39%
Communications	2,420	2,700	1,176	1,762	49.73%
Training & Travel	6,216	8,000	4,626	11,761	154.25%
Contractual Services	24,585	41,100	14,574	8,973	-38.43%
Special Projects	0	24,394	0	0	
Audit Adjustments	(28,021)			3,611	
TOTAL EXPENDITURES	863,327	973,593	536,991	595,686	10.93%
Net Change in Cash	9,427	(113,210)	110,473	(125,967)	
Ending Cash Balance	188,562	1	289,608	62,595	
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	\$171,627.10
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	\$481,747.60

Capital Item	Budget Amount	Purchase Price
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Drug Forfeiture Fund

as of July 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -July Actual	2025 Jan -July 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	\$1,307	\$1,190	-8.95%
Miscellaneous					
TOTAL RECEIPTS	\$43,103	\$7,000	\$23,221	\$6,039	-73.99%
EXPENDITURES					
Commodities	\$11,268	\$5,000	\$11,268	\$1,218	-89.19%
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		\$2,997	#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	\$4,215	-63.66%
Ending Cash Balance	\$65,741	\$0	\$51,668	\$67,566	

Storm Water

as of July 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -July Actual	2025 Jan -July Actual	Change between 24 & 25
Beginning Cash Balance	\$243,446	\$0	\$243,446	\$139,005	
REVENUE					
Transfer from Multi Year	\$100,000	\$0	\$9,288	\$3,762	-59.49%
Interest on Investment	\$13,609	\$0	\$100,000	\$100,000	0.00%
Miscellaneous					
TOTAL RECEIPTS	\$113,609	\$0	\$109,288	\$103,762	-5.06%
EXPENDITURES					
Commodities	\$0	\$0	\$0	\$0	#DIV/0!
Capital Outlay	\$7,184	\$0	\$2,218	\$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	\$137,743	\$14,048	-89.80%
Special Projects		\$0	\$0		
TOTAL EXPENDITURES	\$218,050	\$0	\$198,112	\$14,048	-92.91%
Ending Cash Balance	\$139,005	\$0	\$154,622	\$228,719	

City of Emporia, Kansas

Land Bank

as of July 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -July Actual	2025 Jan -July 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	\$3,735	\$2,231	-40.27%
Sale of Property	\$0			\$0	
TOTAL RECEIPTS	<u>\$6,967</u>	<u>\$0</u>	<u>\$3,735</u>	<u>\$2,231</u>	<u>-40.27%</u>
EXPENDITURES					
Commodities	\$0	\$0	\$0	\$0	#DIV/0!
Capital Outlay		\$0	\$0	\$158	#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>\$6,515</u>	
Ending Cash Balance	\$133,963	\$0	\$130,787	\$129,679	

Bond & Interest Fund

as of July 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -July Actual	2025 Jan -July 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	\$1,989,551	\$1,982,305	99.64%
Other Taxes	\$298,751	\$245,922	\$173,552	\$119,492	68.85%
Interest on Investment	\$202,643	\$100,000	\$109,566	\$94,321	86.09%
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	\$2,360,313	\$14,495,133	614.12%
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	\$4,604,868	\$6,146,307	

Equipment Reserve Fund

as of July 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -July Actual	2025 Jan -July 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		\$17,538	\$6,848	-60.95%
Sale of Vehicles	\$203,380		\$63,165	\$0	-100.00%
TOTAL RECEIPTS	\$234,885	\$0	\$80,703	\$746,515	825.02%
EXPENDITURES					
Leasing Payment	\$133,261		\$284,193	\$447,360	57.41%
Capital Outlay	\$431,539		\$0	\$0	#DIV/0!
Special Projects					
TOTAL EXPENDITURES	\$564,800	\$0	\$284,193	\$447,360	
Ending Cash Balance	\$249,176	\$0	\$375,601	\$548,331	

City of Emporia, Kansas

Water Fund

as of July 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -July Actual	2025 Jan -July 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	5,068,677	5,420,687	6.94%
Service Charge	83,539	100,000	48,170	47,952	-0.45%
Penalties	102,425	92,000	55,008	64,020	16.38%
Sale of Salvage	0	0	0		
Reimbursed Expense	57,451	20,000	57,457	0	-100.00%
Interest on Investment	42,986	40,000	41,920	17,405	-58.48%
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	8,002	6,758	-15.54%
TOTAL RECEIPTS	15,163,079	10,477,600	6,583,496	5,906,823	-10.28%
EXPENDITURES					
Personnel Services	1,387,665	1,502,807	797,610	829,753	4.03%
Vacancy		(28,910)	0		
Maintenance & Repair	1,381,379	1,110,400	606,331	371,676	-38.70%
Commodities	2,047,987	1,769,350	1,154,432	1,362,783	18.05%
Other Charges	644,539	340,260	212,199	192,764	-9.16%
Industrial Discount		320,000	182,791	202,719	10.90%
Capital Outlay	373,685	415,000	868	111,655	
Debt Payment	1,825,075	1,635,939	1,695,051	1,745,244	2.96%
Stock	120,609	5,000	1,573	0	-100.00%
Transfer to Project Account	5,240,370	0	2,618,728	0	-100.00%
Utilities	630,971	712,100	363,725	311,562	-14.34%
Communications	24,833	44,700	13,886	16,009	15.29%
Travel & Training	19,330	22,500	13,404	17,201	28.33%
Contractual Services	1,222,028	1,329,450	970,462	999,775	3.02%
Administrative Fee 16%	1,105,842	1,405,680	827,497	886,238	7.10%
Excess Carryover		0	0		
Change in Liabilities	(40,644)	0	329,029	293,114	
Outstanding PO's			0	372,590	
TOTAL EXPENDITURES	15,983,671	10,584,276	9,787,586	7,713,082	-21.20%
NET CHANGE IN CASH	(820,592)	(106,676)	(3,204,090)	(1,806,260)	-43.63%
ENDING CASH BALANCE	10,000	251,169	(2,373,498)	(1,796,260)	
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	7,167,990	7,601,428	
20% reserve amount	2,073,923	2,033,855	1,433,598	1,520,286	
Amount over 20% reserve	(2,063,923)	(1,782,686)	(3,807,096)	(3,316,545)	

Wastewater Fund

as of July 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -July Actual	2025 Jan -July 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	3,705,291	4,061,509	9.61%
Extra Strength Surcharge	163,428	155,000	111,636	141,289	26.56%
Interest on Investment	45,923	30,000	35,662	24,213	-32.10%
New System taps	2,000	5,000	1,200	1,200	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	15,777	3,525	-77.66%
TOTAL RECEIPTS	6,954,788	7,231,000	3,869,566	4,231,736	9.36%
EXPENDITURES					
Personnel Services	1,425,385	1,310,671	805,749	832,432	3.31%
Vacancy	0	(23,100)	0	0	
Maintenance & Repair	420,819	489,100	209,717	144,021	-31.33%
Commodities	534,367	374,750	423,213	312,485	-26.16%
Other Charges	165,841	187,785	124,891	135,238	8.28%
Capital Outlay	117,523	405,000	101,940	558	-99.45%
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	403,661	481,158	19.20%
Communications	22,855	29,600	11,900	13,330	12.02%
Travel & Training	9,652	11,500	5,240	13,201	151.93%
Contractual Services	344,176	239,550	187,428	232,941	24.28%
Administrative Fee flat	610,000	610,000	355,833	355,833	0.00%
Excess Carryover		0	0		
Change in Liabilities	(176,476)	0	(315,645)	(135,393)	
Outstanding PO's				182,694	
TOTAL EXPENDITURES	7,343,338	7,113,940	5,097,672	5,187,961	1.77%
NET CHANGE IN CASH	(388,551)	117,060	(1,228,106)	(956,225)	
ENDING CASH BALANCE	640,981	843,767	(198,574)	(315,244)	
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	4,859,812	5,187,403	
20% Cash Reserve amount	1,417,979	1,341,788	971,962	1,037,481	
Amount over 20% Cash Reserve	(776,998)	(498,021)	(1,170,536)	(1,352,724)	

Solid Waste Fund

as of July 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -July Actual	2025 Jan -July 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	1,759,788	1,865,816	6.03%
Loss on Sale of Assets	0	0	0	0	
Interest on Investments	156,375	120,000	101,588	46,592	-54.14%
Trf from Health Ins - Premiums		0	0		
Resale of Recyclables	144,698	90,000	82,685	63,110	-23.67%
Box Container Fees	1,869,277	2,013,000	1,087,240	1,118,731	2.90%
Landfill Fees	578,017	597,500	331,661	598,738	80.53%
Transfers	0	0	0	0	
Miscellaneous	15,845	5,500	25,190	425	-98.31%
TOTAL RECEIPTS	5,811,636	6,126,000	3,388,153	3,693,412	9.01%
EXPENDITURES					
Personnel Services	2,496,197	2,636,900	1,384,933	1,582,254	14.25%
Vacancy		(51,039)			
Maintenance & Repair	257,114	390,500	143,230	169,476	18.32%
Commodities	399,765	447,100	194,696	307,593	57.99%
Other Charges	395,271	248,730	147,288	380,007	158.00%
Industrial Discount		130,000	78,394	80,226	2.34%
Capital Outlay	320,359	1,150,000	0	0	
Transfer to Equipment Reserve	0	0	0	0	
Utilities	52,096	74,000	30,536	33,013	8.11%
Communications	38,036	54,300	19,063	19,655	3.11%
Transfer to project		0			
Travel & Training	6,051	11,600	3,699	3,621	-2.12%
Contractual Services	1,759,615	1,879,000	1,000,244	969,465	-3.08%
Administrative Fee 16%	975,905	924,880	508,590	572,796	12.62%
Excess Carryover	0	577,705	0	0	
Change in Liabilities	(28,569)	0	18,516	(69,710)	
Outstanding PO's			297,674	465,619	
TOTAL EXPENDITURES	6,671,840	8,473,676	3,826,865	4,514,013	17.96%
NET CHANGE IN CASH	(860,204)	(2,347,676)	(438,712)	(820,601)	
ENDING CASH BALANCE	2,528,037	(1)	2,949,529	1,707,436	
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	3,826,865	4,514,013	
20% cash reserve amount	1,270,296	1,464,735	765,373	902,803	
Amount over 20% Cash Reserv	1,257,740	(1,464,736)	2,184,156	804,633	

CITY OF EMPORIA
ACTUAL COMPARED TO BUDGET
as of July 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
						15,932,579	16,122,726	
GENERAL FUND ADMINISTRATION	4,000,000.00	214,517.93	3,785,482	5%	13.65%	2,174,302	2,200,251	1,985,733
COMMISSION/MANAGER/CLERK	1,310,571.00	847,961.16	462,610	65%	4.47%	712,394	720,896	(127,065)
FINANCE/HUMAN RESOURCES	546,811.00	281,131.51	265,679	51%	1.87%	297,233	300,780	19,649
INFORMATION SYSTEMS	549,437.00	264,341.36	285,096	48%	1.87%	298,660	302,225	37,883
COMMUNICATION	20,100.00	20,579.68	(480)	102%	0.07%	10,926	11,056	(9,523)
POLICE PROTECTION	5,982,680.00	3,783,930.93	2,198,749	63%	20.41%	3,252,038	3,290,849	(493,082)
ANIMAL CONTROL	286,834.00	180,665.42	106,169	63%	0.98%	155,916	157,777	(22,889)
FIRE PROTECTION	3,589,287.00	2,127,432.85	1,461,854	59%	12.25%	1,951,048	1,974,333	(153,100)
AMBULANCE SERVICE	4,176,286.00	2,109,298.59	2,066,987	51%	14.25%	2,270,126	2,297,219	187,921
COURT SERVICES	659,309.00	381,215.45	278,094	58%	2.25%	358,384	362,661	(18,554)
ENGINEERING	755,403.00	487,368.60	268,034	65%	2.58%	410,619	415,519	(71,850)
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%	40,768	41,255	41,255
GOLF COURSE MAINTENANCE	584,155.00	355,181.22	228,974	61%	1.99%	317,532	321,322	250,940
GOLF SHOP	528,024.00	369,855.20	158,169	70%	1.80%	287,021	290,446	(64,735)
PARK	1,356,066.00	757,801.88	598,264	56%	4.63%	737,124	745,921	376,066
DISC GOLF	226,735.00	8,861.63	217,873	4%	0.77%	123,248	124,718	(633,083)
AQUATIC CENTER	243,300.00	78,400.00	164,900	32%	0.83%	132,252	133,830	(623,972)
ZOO	938,587.00	419,346.54	519,240	45%	3.20%	510,193	516,282	507,420
CIVIC BUILDING OPERATIONS	908,451.00	549,056.75	359,394	60%	3.10%	493,812	499,705	421,305
LIBRARY MAINTENANCE	86,417.00	96,488.20	(10,071)	112%	0.29%	46,974	47,535	(371,812)
GROUND MAINTENANCE	139,727.00	44,328.48	95,399	32%	0.48%	0	76,859	(472,198)
CONCESSION STAND	90,952.00	58,845.14	32,107	65%	0.31%	49,439	50,029	(46,459)
CODE SERVICES	998,619.00	610,743.98	387,875	61%	3.41%	542,825	549,303	(61,441)
SHOP MAINTENANCE	92,616.00	-13,251.13	105,867	-14%	0.32%	50,344	50,945	6,616
STREET LIGHTING	349,020.00	185,342.76	163,677	53%	1.19%	189,719	191,983	133,138
MISC APPROPRIATIONS	91,500.00	71,726.62	19,773	78%	0.31%	49,737	50,331	63,582
AIRPORT	897,333.00	403,868.16	493,465	45%	3.06%	487,768	493,589	421,863
PARKING FACILITY	11,600.00	12,904.26	(1,304)	111%	0.04%	6,305	6,381	(397,487)
TRANSERS	4,341,507.00	2,552,977.29	1,788,530	59%	14.81%	2,359,937	2,388,101	2,375,197
CONTINGENCY	-356,397.00	0	(356,397)	0%	-1.22%	(193,729)	(196,041)	(2,749,018)
EXCESS CARRYOVER	0		0	0%				
GENERAL FUND	33,479,930	17,331,302	16,148,628	17	1	18,122,915	18,416,062	
	29,310,704							

CITY OF EMPORIA
 ACTUAL COMPARED TO BUDGET
 as of July 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	1,038,037	2,209,153	32%
ADMINISTRATION	195,939	375,244.12	(179,305)	192%
WATER SERVICE	641,196	392,698.42	248,498	61%
WATER MAINTENANCE	2,179,180	684,004.45	1,495,176	31%
WATER PLANT	6,116,943	3,612,687.69	2,504,255	59%
WATER STOCK	5,000	0.00	5,000	0%
	<u>12,385,448</u>	<u>6,102,671</u>	<u>6,282,777</u>	<u>4</u>

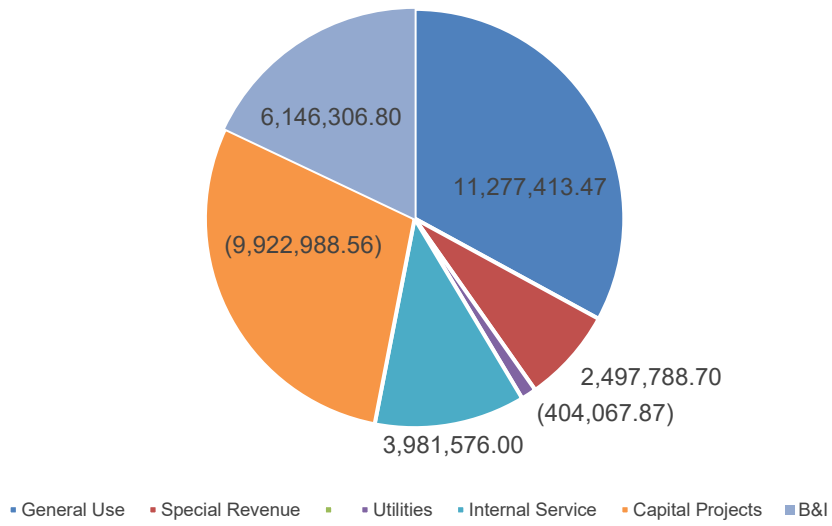
CITY OF EMPORIA
 ACTUAL COMPARED TO BUDGET
 as of July 31, 2025
 EXPENSES FOR WASTEWATER FUND DEPARTMENTS

	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	533,033	289,682	65%
WASTEWATER SERVICE	212,398	133,350	79,048	63%
SEWER MAINTENANCE	2,122,741	729,796	1,392,945	34%
SEWER PLANT	3,828,885	1,461,628	2,367,257	38%
	<u>10,082,914</u>	<u>3,265,991</u>	<u>6,816,923</u>	<u>32%</u>

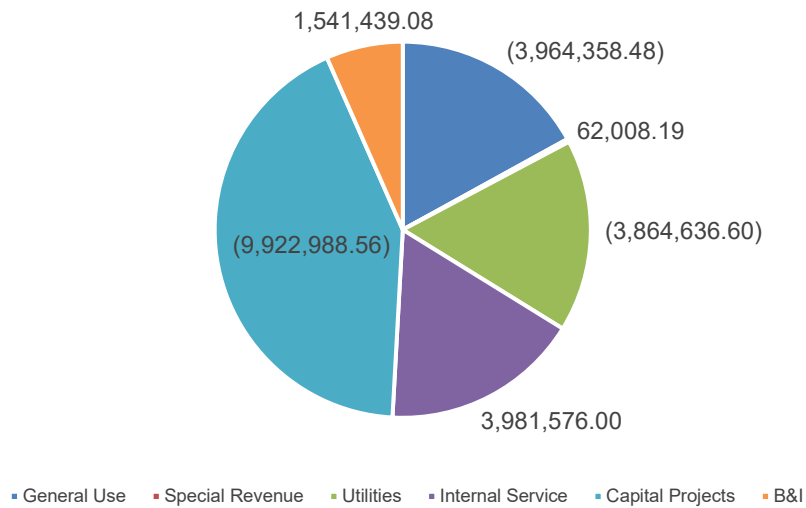
CITY OF EMPORIA
 ACTUAL COMPARED TO BUDGET
 as of July 31, 2025
 EXPENSES FOR SOLID WASTE FUND DEPARTMENTS

	2025 AMENDED BUDGET	2025 W ENCUMBRANCES	DIFFERENCE B/W ACTUAL & BUDGET	PERCENTAGE RECEIVED/ USED
ADMINISTRATION	1,738,158	814,835	399,598	47%
COLLECTIONS	3,782,145	1,765,481	797,978	47%
TRANSFER STATION	2,643,661	1,122,475	535,461	42%
RECYCLING CENTER	754,712	480,439	221,275	64%
	<u>8,918,676</u>	<u>4,183,230</u>	<u>1,954,312</u>	<u>2</u>

Unencumbered Cash



Available Funds



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

	Amount	YTD Budget	Difference	Unencumbered Cash		
101 General Fund	8,676,051.40	9,268,841.95	(592,790.55)	General Use	11,277,413.47	83.07%
102 Multi Year Fund	2,601,362.07	5,972,930.00	(3,371,567.93)	Special Revenue	2,497,788.70	18.40%
103 Insurance Reserve	711,618.22	682,835.83	28,782.39			
104 Vacant Property Program	1,494.50	-	1,494.50	Utilities	(404,067.87)	-2.98%
201 Library Fund	(1.35)	-	(1.35)	Internal Service	3,981,576.00	29.33%
203 Transient Guest Tax Fund	747,595.64	811,387.62	(63,791.98)	Capital Projects	(9,922,988.56)	-73.09%
204 Industrial Fund	27,562.03	25,252.37	2,309.66	B&I	6,146,306.80	45.27%
205 Economic Sales Tax Fund	980,839.20	827,499.58	153,339.62		13,576,028.54	
206 Special Alcohol Fund	108,540.58	117,367.87	(8,827.29)			
207 Special Park & Recreation Fund	152,174.88	158,374.69	(6,199.81)	Budget		
208 Special Street Fund	62,595.20	289,608.48	(227,013.28)	General Use	(3,964,358.48)	
209 Drug Money Forfeitures Fund	67,565.58	51,667.83	15,897.75	Special Revenue	62,008.19	
210 Storm Water Fund	228,719.18	154,622.07	74,097.11	Utilities	(3,864,636.60)	
218 Emergency Shelter Grant Fund	-		-	Internal Service	3,981,576.00	
224 Fire Public Education	7,875.55		7,875.55	Capital Projects	(9,922,988.56)	
225 Police Grants Fund	(3,392.73)		(3,392.73)	B&I	1,541,439.08	
251 Emporia Homeowner Repair	(37,901.15)		(37,901.15)			
252 2014 Housing Rehab	16,920.58		16,920.58			
254 2020 CDBG Rehab Grant	1,173.19		1,173.19			
260 Land Bank	129,678.41		129,678.41			
301 Bond and Interest Fund	6,146,306.80	4,604,867.72	1,541,439.08			
305 Equipment Reserve Fund	548,330.86	375,601.04	172,729.82			
401 Coronavirus Recovery Grant	-		-			
406 Internal Improvement Fund	2,586,568.29		2,586,568.29			
407 Rec Center Projects	(24,625.34)		(24,625.34)			
409 Water Treatment Plant Improvement	421,873.03		421,873.03			
413 Water Main Improvements	(16,469,758.18)		(16,469,758.18)			
415 Civic Auditorium Project Fund	168,943.78		168,943.78			
423 Airport Improvements Fund	207,171.77		207,171.77			
428 Park Improvements Fund	67,612.82		67,612.82			
441 Paving Projects Fund	(2,184,626.35)		(2,184,626.35)			
442 Construction Projects Fund	1,074,894.09		1,074,894.09			
444 Waste water Improvement	4,228,957.53		4,228,957.53			
501 Water Utility Fund	(1,796,259.86)	(2,373,497.64)	(3,316,545.37)			
502 Sewer Fund	(315,243.57)	(198,573.79)	(1,352,724.22)			
503 Solid Waste Fund	1,707,435.56	2,949,528.63	804,632.99			
601 Worker's Comp Fund	2,253,513.73		2,253,513.73			
602 Health Care Fund	1,728,062.27		1,728,062.27			
708 Fire Insurance Proceeds	7,843.91		7,843.91			
	14,837,472.12					

The Governing Body of the City of Emporia, Kansas, met in Regular Session, Wednesday, August 6, 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.

Representatives with the American Legion Post #5, were in attendance to accept a proclamation declaring August 14 through 17, 2025, as “The Wall that Heals Days” in Emporia. To honor and remember the brave men and women who served our nation during the Vietnam War, as well as families, caregivers, and survivors whose lives were forever changed by that conflict. From 1955 to 1975 nearly 9 million Americans took an oath to serve and defend the Constitution of the United States as members of our Armed Forces. More than 58,000 American service members lost their lives in the Vietnam War, and over 1,500 remain missing and unaccounted for. Their names, etched into the black granite of the Vietnam Veterans Memorial in Washington, D.C. are an eternal reminder of their sacrifice. The Wall that Heals is a traveling three-quarter scale replica of that memorial, brings a powerful tribute to communities across the country. They stated the City of Emporia, Kansas, recognized as the founding city of Veterans Day, is deeply honored to host the Wall that Heals, with our gratitude and respect for all who served during the Vietnam War. This is the commemoration of the 50th anniversary of the end of the Vietnam War, and the pledge to never forget the veterans of that era to ensure their stories continue to be told with honor and dignity. They urged all citizens to visit the exhibit, participate in related events, and join in honoring the service and sacrifice of our Vietnam veterans and all those who have served and continue to serve our great nation.

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. No comments were made at this time.

**PLANNING AND DEVELOPMENT
(MAPC Excerpts of Regular Meeting Held 12-17-24)
(Application No. 2024-14 – Request of Crosswinds at Flint Hills LLC)
(Planned Unit Development at 4500 W. 18th Avenue)
(Cedarbrook Meadows Subdivision)**

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

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

Chair Rogers called the meeting to order.

Consider PC-2024-14 – A Request to Review a Preliminary PUD for Property Located at 4500 W 18th Ave. – Cedarbrook Meadows

Chair Rogers asked if proper notice had been given. Givens confirmed that proper notice was provided to the newspaper.

Chair Rogers asked if any Commissioners needed to recuse themselves or report any ex-parte communications. No ex-parte communications or conflict of interests were reported.

Commissioner Bucklinger expressed concerns about the Planning Commission having jurisdiction on the item. Givens explained jurisdictional issues with the property and that a future annexation and rezoning would be necessary prior to any formal recommendation being taken by the Planning Commission.

Givens noted that the lack of extraterritorial zoning hinders the development in the areas just adjacent to the city and creates unnecessary steps for applicants to work through before development could occur on a subject property.

Givens provided the Staff Report.

STAFF REPORT

Application #: PC 2024-14

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

Requested Action: Applicant requests approval of a Preliminary PUD

Purpose: Applicant desires to develop a 38 acre tract of land with single-family residential and commercial property within the PUD.

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

Legal description: See Attached Exhibit A

Lot Size: 38.50 acres

Existing Zoning: County Agriculture

Future Zoning in ELC Comp. Plan: Park and Green Space

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 applicant/developer is proposing a Planned Unit Development that would consist of an 8 acre commercial development and a 32 acre residential development. The commercial development would be located along the east side of Road G, continuing the current existing commercial development at the corner of Road G and 18th Ave. For reference and scale comparison, there could be another three properties developed similar to Frontier within the commercial development area. The commercial property would be developed under the Flex-Use High Use Table and any use either allowed outright or through the Conditional Use Permit process would be allowed except those excluded within the PUD General Provisions. Most of the excluded uses are standalone residential uses, which given the development parameters, staff finds acceptable. Other items of note for the commercial property:

- Maximum Building Height – 50 feet – the allowed height is 4 stories. Maximum Height of 50 feet is acceptable.
- Maximum Lot Coverage – the applicant is allowed within Flex-Use High parcel types a maximum of 70%. The PUD provisions lists a Maximum Lot Coverage of 30%. If the applicant chooses to increase the lot coverage it shall be reflected within the PUD text.

- Maximum Gross Floor Area: the applicant shows a gross floor area of 126,400 sq. ft., which under the provisions of the Flex Use High can be increased to approximately 354,000 sq. ft. based on 70% lot coverage and a minimum of 2 floors.
 - If the applicant desires to reduce the minimum number of floors, it shall be listed in the provisions of the PUD.
- The building setbacks as shown on the PUD are acceptable to staff. The setbacks take into account existing and possible future road requirements and maintain consistency with the existing building line to the south.
- Additional items listed within the PUD text are acceptable to staff. They have provided provisions for increased design requirements such as screening, landscaping, circulation, signage, and architectural controls.

The residential portion of the development, is centered on 122 smaller lots that are more typically found in the older parts of town. The applicant has proposed the underlying uses that are allowed within the Single-Family Attached parcel type, but has excluded duplexes, multi-unit dwellings, town-homes, triplexes, and rowhouses. Mostly limiting the development to single-family detached homes. Staff does find this acceptable.

- The exclusions of group homes is not allowed under Kansas Statue and shall be removed from the list of uses not allowed within the development.
- The maximum lot coverage is decreased, which staff finds acceptable. For a typical minimum lot all structures, house, garage, accessory structures can equal to 1,800 sq. ft. The decreased maximum lot coverage provides a balance between the smaller lots and the buildings within the development. Staff finds this acceptable.
- The applicant has proposed an increase front building setback of 25 ft. which staff finds acceptable. The building envelope for the minimum lot size would still be 3,000 sq. ft. based on the front, rear, and side yard setbacks.

Considerations:

It is the intent of the Planned Unit Development District to encourage innovation in residential, commercial and industrial development by greater variety in type, design, and layout of buildings, to encourage a more efficient use of land reflecting changes in the technology of land development; to encourage the expansion of urban areas incorporating the best features of modern design while conserving the value of the land; and to provide a procedure which relates the type, design and layout of development to the particular site and the particular demand at the time of development in a manner consistent with the preservation of property values within established neighborhoods.

The proposed PUD maintains a commercial corridor along Road G and creates what is more commonly seen in older traditional neighborhoods, but is becoming more common in new development. A smaller lot that increases the density within a developable area. This increase in density creates a more urban than suburban setting, but design parameters proposed by the applicant still allow for car centric lifestyle that is predominant in the Midwest. Staff contends that the proposed development maximizes the use of the land and promotes more affordable housing by limiting the size of the building that can be built on each lot.

A planned unit development shall be in general conformity with the provisions of the comprehensive plan, and shall not have a substantially adverse effect on the development of the neighboring area.

The proposed development reflects the needs of creating housing that is more affordable as reflected in PLAN ELC. The proposed housing aspect of the plan brings what we typically see in the inner core of the city to the edge, and in doing so maximizes available development land, promotes more affordable housing and develops an area that has city services readily available.

Neighborhood Communications: Staff has received one call about the proposed project. The caller expressed no objection to the project.

Recommendation: Staff recommends the Planning Commission make a motion to approve the Preliminary PUD subject to staff and Planning Commission comments and allow the applicant to proceed with a Final PUD submittal.

Attachments: Preliminary PUD | Aerial Map | Current Zoning Map

Commissioner Fowler asked whether the Fire Marshall had reviewed the project and if they had any issues with the development. Givens stated that they had reviewed the project and had no issues with the development as proposed.

The Public Hearing was opened.

Rebecca Mellies, PEC (applicant's agent) spoke on behalf of the application. She stated that she was in agreement with staff's comments and would work with the developer and staff to reach all of the zoning issues that would be required for final approval.

Commissioners asked about the arrangement and types of houses on each lot. **Mellies** responded that the market would drive the type of houses, but the applicants have several types of houses, with varying facades to avoid a monotonous development and could have either basements or slab foundations.

Commissioner Fowler asked if the homes would be built through one builder or multiple builders, or if buyers could bring their own builder. **Mellies** responded that the applicant has partnered with a national builder and that they would be building most of the houses, but it could be possible that other builders would be allowed.

Commissioner Bucklinger asked about the price point of the homes. **Mellies** responded that she did not have price point information.

Commissioner Fowler asked about additional property that the applicant might develop. **Mellies** was not sure, but thought that the applicant had options to buy more land adjacent to this development.

Jim Sanborn, Pastor of Lighthouse Baptist Church, 4602 W 18th Ave., asked about how this project would affect the current utility status of the church, as it is currently on a septic system. **Givens** stated that eventually, the church would be required to tie onto

city sewer as it becomes available, but had no definite answer to when that would be required.

No person spoke against the rezoning.

The Public Hearing was closed.

Chair Rogers stated that he was against the use of 50 foot lots. He expressed concerns about setting a precedent of allowing the smaller lots in this design and how that would affect future developments.

Commissioner Fowler stated that he was concerned that the volume of houses being built currently, between Mahtroplis, Sauder, and Kretzsinger developments, which were smaller lots, were more than the Emporia market could bear. He expressed concerns if this type of development was a good fit for Emporia versus the Kansas City metro area and was not sure about the visual appeal of the development.

Mellies readdressed the Commission, expressing concerns about the cost of financing infrastructure improvements with fewer lots in the development and how with less lots, the cost per lot for infrastructure would increase, therefore driving up the cost of the home.

Commissioners discussed adjusting the minimum lot width to a more acceptable number. Expressing concerns that 50 foot wide lots in greenfield development were not in keeping with community standards.

Commissioner Barnes made a motion to recommend approval of the Preliminary Planned Unit Development with modifications to the lot size with a minimum width of 60 feet and 7,000 square foot lot size. Commissioner Bucklinger seconded the motion. The motion carried 5-0.

Justin Givens, Planning and Zoning Administrator, was recognized and addressed the Governing Body. He stated the owners of the property at 4500 W. 18th Avenue have submitted a Preliminary Planned Unit Development (PUD) for approval. The proposed 38-acres PUD would allow for 124 residential lots on approximately 30-acres and 8-acres for future commercial development. He stated the PUD intends to encourage innovation in residential, commercial and industrial development. The use of smaller, denser lots increases the number of homes per acre and brings an urban feel to the edge of Emporia. The Planned Unit Development process is a two-step process in which the applicant submits a Preliminary PUD to the Planning Commission for recommendation to the Commission. At their December 17, 2024, regular meeting, the Planning Commission voted unanimously to recommend approval of the Preliminary Planned Unit Development

with modifications to the lot size with a minimum width of 60 feet and 7,000 square foot lot size. He stated the Preliminary PUD also serves as the Preliminary Plat, if approved a Final Plan and Final Plat shall be submitted for approval. Staff recommend approval of the Preliminary Planned Unit Development for Cedarbrook Meadows at 4500 W. 18th Avenue.

Lance Onstott, representing Professional Engineering Consultants (PEC), was recognized and addressed the Governing Body. He reviewed the original proposed Planned Unit Development maintains a commercial corridor along Road G which is commonly seen in older traditional neighborhoods. A smaller lot increased the density within a developable area. The increase in density creates more urban than suburban setting. He stated the proposed development maximizes the use of the land and promotes more affordable housing by limiting the size of the building for each lot. This proposed development creates more affordable housing as reflected in PLAN ELC. This is typically seen in the inner core of the city to the edge which maximizes the development of land and promotes more affordable housing in an area where city services are available. He stated the applicant's recommendation is for a modification of the Planning Commission's recommendation for a minimum lot width of 50 feet and minimum lot size of 6,240 square feet.

Justin Givens, Planning and Zoning Administrator, stated the Planning Commission approved a larger lot size than the request of the applicant, therefore, when considering a recommendation the Governing Body may; 1) adopt the recommendations by Ordinance; 2) override the Planning Commission's recommendation by a 2/3 majority vote; or 3) return the recommendation to the Planning Commission specifying the basis of failure to approve or disapprove.

PLANNING AND DEVELOPMENT
(Application No. 2024-14 – Request of Crosswinds at Flint Hills LLC)
(Planned Unit Development at 4500 W. 18th Avenue)
(Cedarbrook Meadows Subdivision)
(Ordinance Number 25-23)

AN ORDINANCE APPROVING THE PRELIMINARY PLANNED UNIT DEVELOPMENT AMENDING THE DISTRICT ZONING MAP TO DESIGNATE A CERTAIN AREA IN THE CITY OF EMPORIA, KANSAS AS A PLANNED UNIT

DEVELOPMENT, to which the City Clerk assigned Ordinance Number 25-23, was presented to the Governing Body for their consideration.

Following further discussion, Commissioner Sauder made a motion to approve Ordinance Number 25-23 approving the Preliminary Planned Unit Development for Cedarbrook Meadows at 4500 W. 18th Avenue. Commissioner Smith seconded the motion.

Following further discussion concerning language by the Governing Body to accept or deny the modifications, there was a call for vote and the motion failed for lack of votes.

Commissioner Smith made a motion to override the Planning Commission's recommendation and approve Ordinance Number 25-23 for Preliminary Planned Unit Development for Cedarbrook Meadows at 4500 W. 18th Avenue with modifications that allows for a minimum lot width of 50 feet and minimum lot size of 6,240 square feet as requested by the applicant. Commissioner Sauder seconded the motion. The vote follows: Commissioner Smith, aye; Commissioner Sauder, aye; Commissioner Brinkman, aye; Commissioner Curtis, aye; and Mayor Harter, aye.

CITY COMMISSION
(2025 Standard Traffic Ordinance 52nd Edition)
(Ordinance 25-21)

AN ORDINANCE ADOPTING AND INCORPORATING BY REFERENCE THE STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES 52ND EDITION, AMENDING SECTION 25-21 OF THE CODE OF THE CITY OF EMPORIA, KANSAS, AND REPEALING SAID SECTION AS IT EXISTED PRIOR TO THE ADOPTION OF ORDINANCE, to which the City Clerk assigned Ordinance Number 25-21, was presented to the Governing Body for their consideration.

James Watson, Assistant City Attorney, was recognized and addressed the Governing Body. He stated the League of Kansas Municipalities annually published the Standard Traffic Ordinance for Kansas Cities which incorporates traffic law changes from the most recent legislation session. He stated the 52nd edition includes changes to the following sections:

Section 40.3 Passing a Stationary Vehicle Displaying Hazard or Caution Signals

- New provision requiring drivers on how to operate a motor vehicle when approaching and passing a stopped, standing or parked vehicle displaying hazard warning lamps, road flares and caution signals.

Section 114.5 Unlawful Operation of a Work-Site Utility Vehicle

- Changed language to clarify a conflicting description

Section 201.1 Failure to Comply with a Traffic Citation

- Adds provisions allowing a suspended driver more opportunities to have their license reinstated or those that do not qualify for reinstatement to obtain a restricted license with additional driving privileges than previously allowed.

He stated all Standard Traffic Ordinance amendments specific to the City of Emporia passed in previous years remain in effect. The City has purchased the booklets and will pay the cost of publication. Staff recommend the approval of Ordinance Number 25-21 adopting the Standard Traffic Ordinance for Kansas Cities 52nd Edition.

Commissioner Sauder made a motion to approve Ordinance Number 25-21 adopting the Standard Traffic Ordinance for Kansas Cities, 52nd Edition. Commissioner Brinkman seconded the motion. The vote follows: Commissioner Sauder, aye; Commissioner Brinkman, aye; Commissioner Curtis, aye; Commissioner Smith, aye; and Mayor Harter, aye.

**CITY COMMISSION
(2025 Uniform Public Offense Code 41st Edition)
(Ordinance Number 25-22)**

AN ORDINANCE ADOPTING AND INCORPORATING BY REFERENCE THE UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES, 41ST EDITION, AMENDING SECTION 16-4 OF THE CODE OF THE CITY OF EMPORIA, KANSAS, AND REPEALING SAID SECTION AS IT EXISTED PRIOR TO THE ADOPTION OF THIS ORDINANCE, to which the City Clerk assigned Ordinance Number 25-22, was presented to the Governing Body for their consideration.

James Watson, Assistant City Attorney, was recognized and addressed the Governing Body. He stated the League of Kansas Municipalities annually published the Uniform Public Offense Code for Kansas Cities which incorporates Kansas State Criminal law changes from the most recent legislative session. He stated the 41st edition includes changes to the following sections:

Section 6.7.2 Trespassing on a Critical Infrastructure Facility

- Adds language to more clearly define wireline, broadband or wireless telecommunications or video services infrastructure in subparagraph (d)(7)

Section 11.11 Cruelty to Animals

- This section is being removed as state law more adequately addresses these matters

Section 11.15 Permitting a Dangerous Animal to be at Large

- This section is being removed as current City Code is more explicit on the distinction and definition of dangerous and vicious animals

He stated the City has purchased the booklets and will pay the cost of the publication. He stated staff recommend approval of Ordinance Number 25-22 adopting the Uniform Public Offense Code for Kansas Cities, 41st Edition.

Commissioner Brinkman made a motion to approve Ordinance Number 25-22 adopting the Uniform Public Offense Code for Kansas Cities, 41st Edition. 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.

**CITY MANAGER'S REPORT
(Communications)**

Announcement Letter from KDOT stating Allocated Funds for CCLIP Project SFY 2028 in the amount of \$400,000.00. The project will consist of mill, overlay and pavement marking on US-50 from Prairie Street to Neosho Street.

Consent Agenda

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

- a. Minutes of the Regular Meeting held on July 16, 2025.
- b. Award Bid for Emporia Public Library Remodel.
- c. Award Bid for King Vulture Exhibit Expansion and Renovation.

The vote follows: Commissioner Brinkman, aye; Commissioner Sauder, 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 AUGUST 20, 2025, MEETING.

- Rezone for Industrial Park IV.
- Ordinance Amending the Emporia/Lyon County Joint Traffic Safety Committee.
- CDBG Emporia Gazette Commercial Rehab Project Extension Request.
- Resolution for Hazardous Mitigation Plan.
- KDOT CCLIP Award Agreement.
- License Agreement with Juan Carlos Ramos at 627 Commercial St.
- **Study Session:**
 - Budget Discussion
 - Discuss Increase in Building Permit Fees.
 - Discuss Adoption of 2021 IRC/IBC, IEBC and Uniform Swimming Pool.
 - Discuss Adoption of 2021 IPMC Codes.

CITY COMMISSION (Governing Body Comment)

This is the time for the Mayor and City Commissioners to make comments and reports to the public. No comments were made at this time.

EXECUTIVE SESSION

Commissioner Sauder 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 this room at approximately 12:19 p.m. Commissioner Brinkman seconded the motion. The vote follows: Commissioner Sauder, aye; Commissioner Brinkman, aye; Commissioner Curtis, aye; Commissioner Smith, aye; and Mayor Harter, aye.

Upon reconvening the meeting in Regular Session, at 12:19 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.

Commissioner Sauder left the meeting.

Commissioner Brinkman a motion to recess the meeting at 12:35 p.m. to Conference Room 1AB. Commissioner Smith seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Smith, aye; Commissioner Curtis, aye; and Mayor Harter, aye.

The following items were discussed at the Study Session:

1. Budget Discussion.

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

Erren Harter, Mayor

ATTEST:

Kerry Sull, City Clerk



Commission Action Report

Informational Items

Title: Informational Items

Agenda Date: August 20, 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, September 3, 2025.

Commission Meeting :

- Proclamation Naming Welcoming Week in Emporia.
- Proclamation for National Adult Education and Family Literacy Week
- Proclamation Recognizing National Hispanic Heritage Month in September
- Proclamation for September as Library Card Sign-Up Month
- Award Overlander Road Improvements
- Municipal Court Judge Appointment
- Resolution for Hazardous Mitigation Plan
- Ordinance for Joint Traffic Safety Committee

Study Session :

- Final Budget Overview



Commission Action Report

Executive Session

Title: Executive Session

Agenda Date: August 20, 2025

Recommended Action:

Recess into executive session for 20 minutes, inviting pertinent city staff for the purpose of consultation with the City Attorney regarding a legal matter. The justification for executive session is provided in K.S.A. 75-4319(b)(2) to protect privileged communication in the attorney-client relationship. The open meeting will resume in this room at approximately __:____ a.m./p.m.

Title: Utility budget discussion and CIP
Agenda Date: August 20, 2025
Presented By: Janet Harrouff, Director of Finance

Background

The utility budgets will be reviewed during this session. The revenue in all three funds comes from user fees. In 2024, rate increases were approved for 2025 and 2026.

Discussion

Water fund is predicted to end 2025 in a better position than 2024, however the reserve is below 20%. The adopted 2026 rate increase will increase the base rate to \$6.00 per 1,000 gallons for the first 2,000 gallons then to \$4.94 for the next 8,000 gallons. The base rate will decrease from \$11.69 to \$8.69 for a 5/8" meter. The rate changes should increase revenue \$1,000,000. During the floods of 2019 the water intake and dam on the Neosho River were damaged. The City received FEMA money to do the repairs and bonds were issued to cover some of these costs until FEMA approved the final payment. The city was notified that the final payment of approximately \$300,000 would be received this year, which is reflected in the projections.

Wastewater fund is predicted to end 2025 with almost a 20% reserve. In 2024, a 10% rate increase for 2026 was adopted. This fund also received FEMA money for damage in 2019 to the S Arundel sewer main. The final payment of \$225,000 has been received and put into the wastewater fund for the bond payment associated with this project.

Solid Waste fund has been losing money for the past several years. The cost of wages and equipment, along with the waste hauling fees have increased significantly. A 10% rate increase for polycarts and dumpsters was adopted in 2024 for 2026. The rolloff rental and landfill fees will have 15% and a 20% rate increase respectfully in 2026. Most capital items have been removed from the budget until a master plan has been developed. The fund is predicted to end 2026 sufficiently below 2025 and the 20% reserve requirement.

Capital Improvement items – The proposed CIP for each fund has been included. As noted above, the CIP in the Solid Waste fund has been removed from the budget but included in the CIP spreadsheets.

Financial Considerations

The approved 2026 rate increases will provide the funding necessary to maintain the water, wastewater and solid waste funds in 2026.

Attachments

Budget summary sheets for each fund
List of requested Capital Improvement items for each fund

<u>8/6/2025</u>	<u>Department</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2030</u>	<u>Years to Bond</u>	
Water Fund to Bond										
PLC Upgrades	Water Plant									
Weaver St (US 50 to 10th Ave)	Water Main			800,000					20	
Prairie St. from 30th to Crestview to include Sonora loop	Water Main			960,000					20	
Rural St (E Wilman Ct to 18th), W 17th Ave (W Wilman to Rural), W Wilman (17th to 18th)	Water Main					\$850,000			20	
Sylvan to East from 6th to 4th	Water Main					500,000			20	
Total Water fund to bond		-	-	1,760,000	-	1,350,000	-	-		
Water Fund										
15 Yd Dump Truck (Split with Sewer)	Water Distribution	\$120,000								
Vactor (Replace 2021 Split with Sewer)	Water Distribution			270,000						
Tilt Trailer for Mini Excavator (Split with Sewer)	Water Distribution		\$8,000							
1.5-ton Truck for supplies and pulling Mini Excavator (Split with Sewer)	Water Distribution		\$70,000							
Small Vac-Trailer (Split with Sewer)	Water Distribution					250,000				
Pipe Bursting Equipment (Split with Sewer)	Water Distribution			60,000						
Service Line Replacement Equipment	Water Distribution		\$10,000							
Walk-behind Pavement Saw	Water Distribution	5,500								
Covered Pipe Rack for C900 Water Pipe	Water Distribution					500,000				
Water Information Management System	Water Plant									

Water Plant Evaluation	Water Plant	173,000							
Filter sand and Anthracite Replacement	Water Plant								
Replace 1-30 year old pump and motor w/VFD (HS Pump 2)	Water Plant	\$100,000							
Backwash return Pump	Water Plant				\$115,000				
Intake Electrical Upgrades						150,000			
VFD at River Intake	Water Plant		\$170,000			150,000			
Slaker room blast and repaint	Water Plant			\$200,000					
Slaker Rehabilitation (Added 2025)	Water Plant		60,000						
Ammonia Tank Replacement	Water Plant			\$65,000					
Hach Ozone Analyser	Water Plant				45,000				
Chlorine Equipment Rehab	Water Plant							85,000	
Total Water Fund		398,500	318,000	595,000	160,000	1,050,000	-	85,000	
Water Mains - State loans									
Watermain project (Lincoln street under I35 connection)	Water Main		315,000						20
Watermain project (24th Ave to Prairie St to 18th Ave)	Water Main								20
Watermain project Prairie Street (18th Ave to 12th Ave)	Water Main	250,000							20
Watermain project Peyton Street (Water Tower to 12th & 6th to South Ave Peyton to Carter)	Water Main								20
Watermain project SE Transmission Main	Water Main	\$14,475,000							20
Watermain project Lincoln - 24th to Briarcliff	Water Main		850,000						20
Total State Loan		14,725,000	1,165,000	-	-	-			

Waste Water Fund to Bond									
Screw Press (Addition to the existing press building with adjoining bulk holding area)	Waste Water Plant			1,750,000					
Screw Press and Building for Solid Handling (Design)	Waste Water Plant				\$300,000				
Screw Press and Building for Solid Handling (Construction)	Waste Water Plant					3,000,000			
Digester (Design)	Waste Water Plant			700,000					
Digester (Construction)	Waste Water Plant				\$7,000,000				
Solids Handling Area Rehabilitation	Waste Water Plant					3,000,000			
Total Wastewater to bond		-	-	2,450,000	7,300,000	6,000,000	-	-	
Wastewater									
Waste water plant master plan				250,000					
Sewer Main relining	Sewer Maintenance		175,000	175,000					
Replace Lift Station #14	Sewer Maintenance	\$150,000							
Add Fiber to LS #s 4, 6, 7, 8, 13, 14 to add SCADA monitoring	Sewer Maintenance	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	
15 Yd Dump Truck ((Split with Water)	Sewer Maintenance	\$120,000							
Replace LS #7	Sewer Maintenance		\$100,000						
I&I Study (Smoke test 25% of sanitary sewer system over 4 years)	Sewer Maintenance		\$400,000	\$400,000	\$400,000	\$400,000			
Vactor (Replace 2021 Split with Water)	Sewer Maintenance			\$270,000					
Tilt Trailer for Mini Excavator (Split with Water)	Sewer Maintenance		\$8,000						
1.5-ton Truck for supplies and pulling Mini Excavator (Split with Water)	Sewer Maintenance		\$70,000						
Small Vac-Trailer (Split with Water)	Sewer Maintenance					\$250,000			
Pipe Bursting Equipment (Split with Water)	Sewer Maintenance			\$60,000					

WIMS Water Inventory Maintenance System	Waste Water Plant								
Clear trees and Replace Perimeter Fencing	Waste Water Plant	-							
Recycle pump station Wastewater Plant to Water Plant	Waste Water Plant				\$500,000				
Electrical Wire Replace for Transformers	Waste Water Plant		400,000						
Total Wastewater Fund		295,000	1,178,000	1,180,000	925,000	675,000	25,000	25,000	

Solid Waste									
Solid Waste Master Plan	Solid Waste		100,000						
Replace shop exhaust system	Shop	60,000							
Rear Load Trash Truck Replacement (2010)	Collections								
Automated side load truck (2015)	Collections	\$410,000							
Automated side load truck (2019)	Collections				470,000				
Automated side load truck (2020)	Collections					487,500			
Roll-off truck replacement (2016)	Collections		\$297,000						
Roll-off truck replacement (2018)	Collections				342,000				
Rear-Load Truck and Packer Body (2013)	Collections			\$350,000					
Rear-Load Truck and Packer Body (2017)	Collections			\$350,000					
Grapple Truck with Dump Bed -New item	Collections				250,000				
Automated side load truck (2021)	Recycling Center					487,500			
Rear Load Trash Truck Replacement (2013)	Recycling Center		340,000						
Fork Lift Replacement (2018)	Recycling Center		\$52,000						

Horizontal Baler & Conveyor (Replacement)	Recycling Center			\$143,000					
Replace waste oil heater	Recycling Center				\$6,000				
Tipping floor resurfacing	Transfer Station	500,000							
Rebuild/refurbish track loader plus rent machine	Transfer Station				475,000				
Skid Mounted litter vacuum w/trailer	Transfer Station		\$32,500						
Backhoe Replacement (2023)	Transfer Station			\$250,000					
Rehab old landfill equipment shed	Transfer Station				\$90,000				
Replace 2000 1 Ton Service Truck w/ Auto Crane	Transfer Station	70,000							
Install New Sideload Packer on Existing Chassis	Transfer Station		210,000						
Total Solid Waste		1,040,000	1,031,500	1,093,000	1,633,000	975,000	-		
			Not included in Budget						