CITY COMMISSION
WEDNESDAY, SEPTEMBER 17, 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 October as Domestic Violence Awareness Month
Accepted by: Mickey Edwards, SOS Executive Director, and Mary Halleran, Crisis Services Director

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) **City Manager's Budget Review & Public Hearing on Revenue Neutral Rate (Resolution No. 3773)**
Presented by: Trey Cocking, City Manager
Recommended Action: Conduct Public Hearing and Approve Resolution No. 3773 for the Revenue Neutral Rate

2) **Public Hearing for 2026 Budget**
Presented by: Trey Cocking, City Manager, and Janet Harrouff, Director of Finance
Recommended Action: Conduct Public Hearing for the 2026 Budget

3) **Adopt the 2026 Budget**
Presented by: Trey Cocking, City Manager
Recommended Action: Approve the 2026 budget

4) **Ordinance No. 25-25 for Annual Appropriation**
Presented by: Trey Cocking, City Manager, and Janet Harrouff, Director of Finance
Recommended Action: Approve Ordinance No. 25-25 for Annual Appropriation

COMMUNICATIONS

Presented by Trey Cocking, City Manager.

1) Financials & Permits

2) August Budget

CONSENT AGENDA

Presented by Trey Cocking, City Manager.

1) Commission Meeting Minutes for September 3, 2025

2) Removal of NRAB Board Member

3) Award 5th Avenue & Mechanic Street Stormsewer Improvements Project

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 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 __:_____ a.m./p.m.

RECESS

Recess to Conference Room 1AB for Study Session

STUDY SESSION AGENDA ITEMS

1) Discuss Adoption of 2021 IRC/IBC, IEBC and Uniform Swimming Pool

2) Discuss Adoption of 2021 IPMC Codes

3) Building Permit Fee Schedule Increase

ADJOURNMENT

PROCLAMATION

WHEREAS, domestic violence is a serious crime that affects people of all races, ages, gender, and income levels; and

WHEREAS, domestic violence is widespread and affects more than four million Americans each year; and

WHEREAS, one in three Americans have witnessed an incident of domestic violence; and

WHEREAS, children who grow up in violent homes are believed to be abused and neglected at a rate higher than the national average; and

WHEREAS, domestic violence costs the nation billions of dollars annually in medical expenses, police and court costs, shelters, foster care, sick leave, absenteeism, and non-productivity; and

WHEREAS, only a coordinated community effort will put a stop to this heinous crime; and

WHEREAS, Domestic Violence Awareness Month provides an excellent opportunity for citizens to learn more about preventing domestic violence and to show support for the numerous organizations and individuals who provide critical advocacy, services, and assistance to victims.

NOW, THEREFORE, BE IT RESOLVED, that I, Erren Harter, Mayor of the City of Emporia, Kansas, do hereby proclaim the month of October as

Domestic Violence Awareness Month

and urge the citizens of Emporia to work together to eliminate domestic violence from our community.

On this 17th day of September 2025

ATTEST:

____
Erren Harter, Mayor

____
Kerry Sull, City Clerk

Commission Action Report

Public Hearing & Approval Resolution No. 3773
of Revenue Neutral Rate

Title:	City Manager's Budget Review & Public Hearing on Revenue Neutral Rate (Resolution No. 3773)
Agenda Date:	September 17, 2025
Presented By:	Trey Cocking, City Manager

Background

Kansas law (SB 13 and HB 2104) requires every city, county, and school district to hold a public hearing before setting their annual property tax rate above the "Revenue Neutral Rate" (RNR).

The **Revenue Neutral Rate** is the property tax rate that would raise the same number of dollars as the previous year, based only on existing properties. It prevents automatic tax increases that come from rising property values. If a governing body wants to collect more dollars than last year, even by keeping the same mill levy, it must hold a public hearing and adopt a resolution approving a higher rate.

Process and Citizen Participation

1. **City Manager's Budget Review**
   - This agenda item will begin with a presentation from the City Manager reviewing the proposed City budget.
   - The review will explain how tax dollars are planned to be spent in the coming year, highlight major projects, and outline financial needs.
2. **Public Hearing on the Revenue Neutral Rate**
   - After the budget review, the City Commission will hold a public hearing.
   - This is the opportunity for citizens to share comments or concerns about the proposed property tax rate.
   - State law ensures that residents can speak **without unreasonable restrictions**.
3. **Commission Action**
   - Following public input, the City Commission may adopt **Resolution No. 3773** if they wish to set a mill levy above the Revenue Neutral Rate.
   - **Important:** State law requires that if the Commission intends to exceed the RNR, they must vote to approve the resolution **before officially closing the public hearing**.
   - If no action is taken before the hearing is closed, the City must remain at or below the Revenue Neutral Rate.
   - .

Key Points

- The City published notice of the public hearing in the *Emporia Gazette* on September 2 and 5, 2025, and also posted it on the City's website.
- The Current Mill Levy for the City of Emporia is 46.119
- The calculated Revenue Neutral Rate for 2025 is 43.347 mills.
- The notice allows the Commission to set the property tax levy at 46.007 mills or lower.
- Adoption of Resolution No. 3773 does not finalize the exact mill levy but gives the Commission the legal authority to set it above the RNR, provided the action is taken before closing the hearing.

Commission Action Report

Public Hearing & Approval Resolution No. 3773
of Revenue Neutral Rate

Discussion:
The hearing notice was published in the Emporia Gazette on September 2 and September 5, 2025, and posted on the City website.

The Revenue Neutral Rate (RNR) is 43.347. The publication allows the mill levy to be set at 46.007 mills or lower.

Financial considerations:

By adopting the resolution, the City can exceed the Revenue Neutral Rate.

Recommended action:
Conduct Public Hearing and Approve Resolution No. 3773 for the Revenue Neutral Rate

Attachments:
Resolution No. 3773

Resolution No. 3773

A RESOLUTION OF THE CITY OF EMPORIA, KANSAS TO LEVY A PROPERTY TAX RATE EXCEEDING THE REVENUE NEUTRAL RATE

WHEREAS, the Revenue Neutral Rate for the City of Emporia was calculated as 43.347 mills by the Lyon County Clerk; and

WHEREAS, the budget proposed by the Governing Body of the City of Emporia will require the levy of a property tax rate exceeding the Revenue Neutral Rate; and

WHEREAS, the Governing Body held a hearing on September 17, 2025, allowing all interested taxpayers desiring to be heard an opportunity to give oral testimony; and

WHEREAS, the Governing Body of the City of Emporia, having heard testimony, still finds it necessary to exceed the Revenue Neutral Rate.

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

The City of Emporia shall levy a property tax rate exceeding the Revenue Neutral Rate of 43.347 mills.

This resolution shall take effect and be in force immediately upon its adoption and shall remain in effect until future action is taken by the Governing Body.

ADOPTED by the Governing Body of the City of Emporia, Kansas, this 17th day of September 2025.

____
Erren Harter, Mayor

ATTEST:

____
Kerry Sull, City Clerk

NOTICE OF HEARING TO EXCEED REVENUE NEUTRAL RATE AND BUDGET HEARING

2026

The governing body of

City of Emporia

will meet on September 17, 2025 at 11:00 a.m. at Civic Building, City Commission Meeting Room for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax.

Detailed budget information is available at City Manager's Office and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2026 Expenditures and Amount of 2025 Ad Valorem Tax establish the maximum limits of the 2026 budget.

Estimated Tax Rate is subject to change depending on the final assessed valuation.

	Prior Year Actual for 2024		Current Year Estimate for 2025		Proposed Budget Year for 2026		
FUND	Expenditures	Actual Tax Rate *	Expenditures	Actual Tax Rate *	Budget Authority for Expenditures	Amount of 2025 Ad Valorem Tax	Proposed Estimated Tax Rate *
General	27,645,626	29.731	29,695,240	31.799	33,604,112	8,058,446	32.115
Debt Service	1,102,850	9.741	1,050,100	9.202	8,090,892	2,231,241	8.892
Library	1,201,735	5.127	1,249,033	5.113	1,319,962	1,254,759	5.000
Industrial		0.005	27,900	0.005			
Special Highway	863,326		1,029,051		1,420,027		
TGT	1,330,057		1,194,950		1,424,241		
Economic Sales Tax	1,433,986		881,000		2,079,192		
Special Alcohol	112,200		112,200		225,103		
Special Park	108,423		160,250		179,737		
Drug Forfeiture	13,247		5,000		74,740		
Water	15,983,671		10,308,686		12,525,414		
Wastewater	7,343,340		7,139,394		9,646,234		
Solid Waste	6,934,402		7,738,198		7,487,439		
Multi Year	4,069,092		5,065,400		4,446,023		
Storm Water					6,164,446		
Non-Budgeted Funds-A	852,691						
Non-Budgeted Funds-B	32,860,326						
Non-Budgeted Funds-C	418						
Totals	101,855,390	44.604	65,656,402	46.119	88,687,562	11,544,446	46.007
						*Revenue Neutral Rate***	*43.347*
Less: Transfers	10,570,880		6,029,421		6,527,910		
Net Expenditure	91,284,510		59,626,981		82,159,652		
Total Tax Levied	9,858,409		10,639,526		xxxxxxxxxxxxxxxx		
Assessed Valuation	225,686,149		235,858,244		250,926,982		
Outstanding Indebtedness, January 1,	2023		2024		2025		
G.O. Bonds	21,635,000		27,170,000		24,515,000		
Revenue Bonds	0		0		0		
Other	29,201,537		44,150,121		44,150,121		
Lease Purchase Principal	0		0		0		
Total	50,836,537		71,320,121		68,665,121		

*Tax rates are expressed in mills

***Revenue Neutral Rate as defined by KSA 79-2988*

Janet L Harrouff

City Official Title: Director of Finance

Title:	Public Hearing for 2026 Budget
Agenda Date:	September 17, 2025
Presented By:	Trey Cocking, City Manager, and Janet Harrouff, Director of Finance

Background

Kansas law (K.S.A. 79-2925 through 79-2937) requires every city to adopt an annual budget. As part of that process, the City must hold a public hearing each year between August 20 and September 20 before the budget can be approved.

The City of Emporia published notice of this hearing in the *Emporia Gazette* on September 2 and September 5, 2025, and also posted it on the City website. State law requires at least 10 days' notice before the hearing, and that requirement has been met.

Process and Citizen Participation

1. Budget Review
    - During this hearing, the City will present the proposed 2026 Budget.
    - The budget outlines how the City plans to allocate revenues, pay for services, maintain infrastructure, and invest in community priorities over the next year.
2. Public Hearing
    - Citizens are invited to speak and share their opinions about the budget.
    - State law ensures residents have the right to participate without unreasonable restrictions.
3. Commission Action
    - After hearing from the public, the City Commission may move forward with adopting the budget at the same meeting or at a later date.

Difference Between This Hearing and the Revenue Neutral Rate Hearing

- Revenue Neutral Rate (RNR) Hearing
    - Required when the City plans to collect more property tax dollars than last year, even if the tax rate doesn't change.
    - Focused on whether the City should exceed the "revenue neutral" amount of property tax.
    - The Commission must adopt a resolution before closing the RNR hearing if they wish to exceed the RNR.

- Annual Budget Hearing
    - Required every year for budget adoption, regardless of tax changes.
    - Focused on the overall budget plan—how money will be spent, not just how it is collected.
    - Provides residents the chance to comment on spending priorities and City services.

In short, the RNR hearing deals with how much revenue is raised from property taxes, while the budget hearing deals with how those dollars are spent.

Recommended action:
Conduct Public Hearing for the 2026 Budget

Title:	Adoption of 2026 Budget
Agenda Date:	September 17, 2025
Presented By:	Trey Cocking, City Manager, and Janet Harrouff, Director of Finance

Background

Since June, City staff and the Commission have been working together to prepare the 2026 budget. This process included multiple public discussions, the development of five-year financial projections, and the publication of a proposed budget in the Emporia Gazette (September 2 and 5, 2025) and on the City website.

By law, a city cannot levy property taxes or spend funds without adopting an annual budget. The adoption step comes after two required hearings:

Revenue Neutral Rate Hearing – Determines whether the City may exceed the state-calculated “neutral” property tax level.

Budget Hearing – Provides an opportunity for citizens to comment on the City’s full spending plan.

Only after these hearings can the Commission move to adopt the budget.

Discussion

The proposed 2026 budget includes estimated revenues based on a mill levy of 46.007 mills.

It is important to note that the budget does not set the final mill levy. Instead, the budget establishes the total amount of taxes needed to fund the City of Emporia. Once that amount is determined, the County Clerk calculates the exact mill levy required to generate those dollars.

Supporting documents—including coversheets for each budgeted fund and a list of planned capital outlay items—are provided for the Commission’s review.

Citizen Perspective

Adopting the budget ensures the City has the authority to:

Fund core services such as police, fire, streets, utilities, and parks.

Move forward with capital projects like equipment purchases, facility upgrades, and infrastructure improvements.

Remain in legal compliance, since state law requires a formally adopted budget before tax bills can be issued.

Financial considerations:

Commission Action Report
Adoption of 2026 Budget

The 2026 budget must be approved in order for the City to levy property taxes and make expenditures throughout the fiscal year. Without adoption, the City would not have the authority to operate financially.

Recommended action:
Approve the 2026 budget

Attachments:
Cover sheets
Capital outlay items

2026	BUDGET YEAR	ADD 3.0% FOR	TOTAL	BUDGET	PREVIOUS	
	TAX	DELINQUENT	TAX	YEAR	YEAR	
FUND	REQUIREMENTS	TAXES	REQUIREMENT	LEVY	MILL LEVY	DIFFERENCE
GENERAL	$7,823,734.00	$234,712.02	$8,058,446.02	32.115	31.799	-0.316
LIBRARY	$1,218,212.86	$36,546.39	$1,254,759.24	5.000	5.113	0.113
INDUSTRIAL	$0.00	$0.00	$0.00	0.000	0.005	0.005
BOND&INTEREST	$2,166,252.64	$64,987.58	$2,231,240.21	8.892	9.202	0.310
TOTAL	$11,208,199.49	$336,245.98	$11,544,445.48	46.007	46.119	0.112
Assessed Valuation		250,926,982.00	Percentage Change of Mill Levy			
	Prior Year Valuatio	$235,858,244.00		RNR	43.347	
	Delinquency %	0.0300				

2026 & 5 year Budget					9/17/2025	
2025-2030					9/10/25 11:42 AM	
Revenue Detail and Expenditure Summary						
GENERAL FUND						
	2024	2024	2025	Anticipated	Budget	Percent b/w
	Budget	(Actual)	Budget	2025	2026	25 & 26 budget
Beginning Cash Balance	$6,015,071	$6,450,183	$5,487,885	$6,741,569	$4,993,034	
REVENUE						
Ad Valorem Property Tax	$6,379,892	$6,298,697	$7,122,464	$7,122,464	$7,823,734	109.85%
Sales Tax	$10,400,094	$9,875,366	$9,960,982	$10,062,000	$10,198,000	102.38%
Franchise Tax	$3,215,568	$2,838,093	$2,776,900	$2,929,000	$2,957,500	106.50%
Other Taxes	$751,214	$669,576	$776,594	$590,854	$645,594	83.13%
Intergovernmental Taxes	$328,309	$552,477	$338,838	$514,703	$529,683	156.32%
Licenses & Permits	$277,250	$281,051	$276,850	$264,800	$248,250	89.67%
Charges for Services	$2,062,150	$2,630,347	$2,272,700	$2,553,655	$2,426,220	106.75%
Fines & Fees	$573,550	$524,869	$497,300	$563,250	$540,000	108.59%
Use of Property and Money	$148,196	$180,832	$185,596	$179,679	$161,996	87.28%
Interest Receivable	$140,000	$861,055	$550,000	$350,000	$300,000	54.55%
Reimbursements	$145,219		$158,716	$55,600	$44,100	27.79%
Misc. Rev. - Administrative Transfers 16%	$2,912,536	$2,726,412	$3,075,160	$2,736,700	$2,736,000	88.97%
Transfer		$225,753		$24,000	$0	
Operating Revenues				$0	$0	
Nonoperating Revenues						
TOTAL RECEIPTS	$27,333,978	$27,664,528	$27,992,100	$27,946,705	$28,611,077	102.21%
EXPENDITURES						
Economic Incentives	$60,000	$174,366	$220,000	$306,500	$306,500	139.32%
Commission/Manager/Clerk	$1,219,678	$1,451,896	$1,289,533	$1,132,547	$1,085,861	84.21%
Accounting/HR	$506,098	$445,294	$546,811	$621,511	$658,241	120.38%
IT	$422,110	$408,052	$549,437	$559,522	$685,439	124.75%
Communication		$0	$20,100	$18,164	$203,350	1011.69%
Police	$5,635,137	$5,515,995	$5,982,680	$6,001,756	$6,233,795	104.20%
Animal Control	$234,003	$249,417	$286,834	$261,498	$268,107	93.47%
Fire	$3,358,846	$3,330,886	$3,589,287	$3,553,862	$3,778,576	105.27%
EMS	$3,985,713	$3,678,643	$4,176,286	$4,211,477	$4,493,324	107.59%
Municipal Court	$625,125	$497,452	$659,309	$644,577	$666,975	101.16%
Engineering	$736,919	$595,363	$755,403	$755,935	$822,356	108.86%
Street	$73,000	$26,775	$75,000	$73,000	$163,000	217.33%
Golf Course	$1,011,766	$1,079,450	$1,112,179	$1,110,435	$1,157,047	104.03%
Park	$1,502,417	$1,526,262	$1,826,101	$1,624,459	$1,760,247	96.39%
Zoo	$908,230	$848,252	$938,587	$882,414	$987,419	105.20%
Civic Auditorium	$1,226,947	$1,086,180	$1,225,547	$1,212,233	$1,253,975	102.32%

2026 & 5 year Budget

2025-2030

Revenue Detail and Expenditure Summary

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GENERAL FUND

	2024 Budget	2024 (Actual)	2025 Budget	Anticipated 2025	Budget 2026	Percent b/w 25 & 26 budget
Building & Neighborhood Development	$975,689	$868,124	$998,619	$989,239	$1,042,179	104.36%
Shop	$143,299	($17,261)	$92,616	$82,417	$97,844	105.64%
Street Lighting	$322,176	$318,000	$349,020	$322,176	$322,176	92.31%
Appropriations	$88,000	$83,428	$91,500	$88,000	$88,000	96.17%
Airport	$1,135,818	$765,900	$897,333	$902,918	$992,689	110.63%
Parking Facility	$15,600	$9,739	$11,600	$15,600	$15,605	134.53%
Transfers - County Wide Sales Tax	$3,380,515	$3,316,346	$3,416,507	$3,400,000	$3,550,000	103.91%
Transfer to Industrial Development Sales Tax	$925,000	$925,000	$925,000	$925,000	$925,000	100.00%
Transfer to Special Street					$376,389	#DIV/0!
Transfer to Projects		$0		$0	$0	
Salary Continguency 3%	($337,313)	$0	($356,397)	$0	$0	0.00%
Outstanding PO's		$0		$0	$0	
Excess Carryover			$3,801,094			
TOTAL EXPENDITURES	$28,154,773	$27,183,559	$33,479,986	$29,695,240	$31,934,093	95.38%
Revenue less expenses	($820,795)	$480,969	($5,487,886)	($1,748,535)	($3,323,016)	60.55%
Cash Basis Adjustments/Non-appropriated Balance	$0	($189,583)	$0	$0	$0	
Ending Cash Balance	$5,194,276	$6,741,569	($1)	$4,993,034	$1,670,018	-167001808.00%
Base for Reserve calculation	$23,849,258	$22,942,213	$29,138,479	$25,370,240	$27,082,704	
15% Reserve	$3,577,389	$3,441,332	$4,370,772	$3,805,536	$4,062,406	
Amount over 15% Reserve	$1,616,887	$3,300,237	($4,370,773)	$1,187,498	($2,392,387)	
Percentage	21.78%	29.38%	0.00%	19.68%	6.17%	

2026 & 5 year Budget

9/17/2025

2025-2030

9/10/25 11:42 AM

Revenue Detail and Expenditure Summary

GENERAL FUND

	2024 Budget	2024 (Actual)	2025 Budget	Anticipated 2025	Budget 2026
Beginning Cash Balance	$6,015,071	$6,450,183	$5,489,073	$6,741,571	$4,993,036
REVENUE					
Ad Valorem Property Tax	$6,379,892	$6,298,697	$7,122,464	$7,122,464	$7,823,734
Sales Tax	$10,400,094	$9,875,366	$9,960,982	$10,062,000	$10,198,000
Franchise Tax	$3,215,568	$2,838,093	$2,776,900	$2,929,000	$2,957,500
Other Taxes	$751,214	$669,576	$776,594	$590,854	$645,594
Intergovernmental Taxes	$328,309	$552,477	$338,838	$514,703	$529,683
Licenses & Permits	$277,250	$281,051	$276,850	$264,800	$248,250
Charges for Services	$2,062,150	$2,630,347	$2,272,700	$2,553,655	$2,426,220
Fines & Fees	$573,550	$524,869	$497,300	$563,250	$540,000
Use of Property and Money	$148,196	$180,832	$185,596	$179,679	$161,996
Interest Receivable	$140,000	$861,055	$550,000	$350,000	$300,000
Reimbursements	$145,219		$158,716	$55,600	$44,100
Misc. Rev. - Administrative Transfers 16%	$2,912,536	$2,726,412	$3,075,160	$2,736,700	$2,736,000
Transfers		$74,968		$24,000	$0
Operating Revenues				$0	$0
Nonoperating Revenues					
TOTAL RECEIPTS	$27,333,978	$27,513,743	$27,992,100	$27,946,705	$28,611,077
EXPENDITURES					
Personnel Services	$17,377,961	$17,949,291	$18,408,986	$18,421,494	$19,392,234
Vacancy 3%	($337,313)	$0	($356,397)	$0	$0
Maintenance & Repair	$1,204,988	$968,713	$1,153,800	$889,308	$1,018,708
Commodities	$1,901,120	$1,631,449	$2,134,335	$2,058,970	$2,178,595
Other Charges	$816,893	$354,999	$910,645	$979,774	$1,114,328
Capital Outlay	$398,475	$225,163	$201,500	$194,000	$441,000
Stock	$0	$0	$0	$0	$0
Utilities	$594,950	$550,047	$635,050	$597,250	$659,250

Communications	$134,750	$107,898	$145,250	$141,900	$142,450
Trainng & Travel	$210,200	$182,158	$239,200	$220,950	$238,045
Jail Expenses	$87,500	$62,200	$87,500	$87,500	$87,500
Other Contractual	$1,039,836	$888,344	$1,205,316	$1,072,536	$1,104,036
Transfers - County Wide Sales Tax	$3,380,515	$3,358,119	$3,416,507	$3,400,000	$3,550,000
Transfer to Industrial Development Sales Tax	$925,000	$925,000	$925,000	$925,000	$925,000
Transfer to Equipment Reserve	$379,800	$0	$572,200	$706,558	$706,558
Transfer for Special Street					$376,389
Transfer to Projects	$40,000	($1,774)		$0	$0
Outstanding PO's					
Excess Carryover				$0	$0
TOTAL EXPENDITURES	$28,154,675	$27,201,607	$29,678,892	$29,695,240	$31,934,093
Revenue less expenses	($820,697)	$312,136	($1,686,792)	($1,748,535)	($3,323,016)
Cash Basis Adjustments/Non-appropriated Balance	$0	($20,748)	$0	$0	$0
Ending Cash Balance	$5,194,374	$6,741,571	$3,802,281	$4,993,036	$1,670,020
Base for Reserve calculation	$23,849,258	$22,942,213	$29,138,479	$25,370,240	$27,082,704
15% Reserve	$3,577,389	$3,441,332	$4,370,772	$3,805,536	$4,062,406
Amount over 15% Reserve	$1,616,985	$3,300,239	($568,491)	$1,187,500	($2,392,385)
Percentage	21.78%	29.39%	13.05%	19.68%	6.17%

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Revenue Detail and Expenditure Summary

Multi Year Fund

	2024 Budget	2024 (Actual)	2025 Budget	Anticipated 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030
Beginning cash balance	$850,780	$2,995,998	$2,426,423	$2,426,423	$846,023	$378,023	($823,477)	($2,011,122)	($1,212,553)
Revenue									
Sales Tax	$3,380,515	$3,349,517	$3,416,507	$3,400,000	$3,550,000	$3,585,500	$3,621,355	$3,657,569	$3,694,144
Interest	$80,000	$150,000	$130,000	$85,000	$50,000	$30,000	$30,000	$30,000	$30,000
Misc revenue		$0		$0	$0	$0	$0	$0	$0
Accounts Receivable		$0		$0	$0	$0	$0	$0	$0
TOTAL RECEIPTS	$3,460,515	$3,499,517	$3,546,507	$3,485,000	$3,600,000	$3,615,500	$3,651,355	$3,687,569	$3,724,144
EXPENDITURES									
Transfers to projects	$0	$206,000	$200,000	$350,000	$350,000	$350,000	$350,000	$350,000	$350,000
Projects	$3,838,900	$3,863,092	$5,772,930	$4,715,400	$3,718,000	$4,467,000	$4,489,000	$2,539,000	$2,200,000
TOTAL EXEPENDITURES	$3,838,900	$4,069,092	$5,972,930	$5,065,400	$4,068,000	$4,817,000	$4,839,000	$2,889,000	$2,550,000
Revenue less Expenses	($378,385)	($569,575)	($2,426,423)	($1,580,400)	($468,000)	($1,201,500)	($1,187,645)	$798,569	$1,174,144
Ending Cash Balance	$472,395	$2,426,423	$0	$846,023	$378,023	($823,477)	($2,011,122)	($1,212,553)	($38,409)

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LIBRARY FUND

	2024 Budget	2024 (Actual)	2025 Budget	Anticipated 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030
Beginning Cash Balance	$0	$0	$0	$78	$0	$0	$0	$0	$0
REVENUE									
Ad Valorem Property Tax	$1,100,165	$1,086,316	$1,145,062	$1,145,062	$1,218,213	$1,253,501	$1,291,106	$1,329,839	$1,369,734
Back Tax Collection	$15,000	$17,805	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000
Motor Vehicle Tax	$96,398	$109,107	$100,229	$100,229	$98,031	$98,031	$98,031	$98,031	$98,031
Recreational Vehicle Tax	$1,180	$1,098	$1,156	$1,156	$1,210	$1,180	$1,180	$1,180	$1,180
AdValorem Tax Reduction	($11,000)	($12,513)	($12,492)	($12,492)	($12,492)	($12,492)	($12,492)	($12,492)	($12,492)
General Fund Contribution									
TOTAL RECEIPTS	$1,201,743	$1,201,813	$1,248,955	$1,248,955	$1,319,962	$1,355,220	$1,392,825	$1,431,558	$1,471,453
EXPENDITURES									
Misc Projects									
Appropriation	$1,201,743	$1,201,735	$1,248,955	$1,248,955	$1,319,962	$1,355,220	$1,392,825	$1,431,558	$1,471,453
TOTAL EXPENDITURES	$1,201,743	$1,201,735	$1,248,955	$1,248,955	$1,319,962	$1,355,220	$1,392,825	$1,431,558	$1,471,453
Ending Cash Balance	$0	$78	$0	$0	$0	$0	$0	$0	$0

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Revenue Detail and Expenditure Summary

Transient Guest Tax

	2024 Budget	2024 (Actual)	2025 Budget	Anticipated 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030
Beginning Cash Balance	$598,301	$999,063	$588,887	$671,185	$459,241	$344,041	$321,841	$319,641	$317,441
REVENUE									
Transient Guest Tax	$800,000	$932,626	$950,000	$950,000	$950,000	$950,000	$950,000	$950,000	$950,000
Interest on Investment	$10,000	$24,211	$10,000	$19,000	$15,000	$8,000	$8,000	$8,000	$8,000
Fence Rental	$6,000	$2,369		$0	$0	$0	$0	$0	$0
Misc		$14,432		$14,006	$0	$0	$0	$0	$0
Accounts Receivable - Fence Rental		$8,540							
TOTAL RECEIPTS	$816,000	$982,178	$960,000	$983,006	$965,000	$958,000	$958,000	$958,000	$958,000
EXPENDITURES									
CVB Appropriation	$462,000	$462,000	$480,000	$480,000	$485,000	$485,000	$485,000	$485,000	$485,000
City cost assoicated with events	$40,000	$40,000	$40,000	$40,000	$40,000	$40,000	$40,000	$40,000	$40,000
Civic Auditorium improvements	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000
Disc Golf course maintenance & Emplo	$100,000	$100,000	$100,000	$100,000	$100,000				
Red Rock's Appropriation	$7,500	$7,500	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000
ESU Welch Stadium	$200,000	$400,000							
Emporia Main Street	$95,000	$95,000	$95,000	$95,000	$95,000	$95,000	$95,000	$95,000	$95,000
Emporia Arts Council Support	$30,000	$30,000	$30,000	$30,000	$60,000	$60,000	$60,000	$60,000	$60,000
Emporia Granada	$30,000	$30,000	$30,000	$30,000					
Lifetime - Biking Event	$15,000	$15,000	$20,000	$20,000	$20,000	$20,000			
DDO	$20,000	$20,000	$50,000	$50,000	$45,000	$45,000	$45,000	$45,000	$45,000
Disc Golf World Event	$20,000	$20,000	$20,000	$20,000					
Kansas Free for Arts (Halfway to Everyv	$20,000	$20,000	$20,000	$20,000	$25,000	$25,000	$25,000	$25,000	$25,000
Imaginarium			$45,000	$45,000	$30,000	$30,000	$30,000	$30,000	$30,000
National Teachers Hall of Fame			$10,000	$10,000	$10,000	$10,000	$10,000	$10,000	$10,000
Emporia First Friday Art Walk					$20,000	$20,000	$20,000	$20,000	$20,000
Lyon County Historical Society					$30,000	$30,000	$30,000	$30,000	$30,000
Discover Gravel LLC					$30,000	$30,000	$30,000	$30,000	$30,000
Emporia Recreation Commission					$28,200	$28,200	$28,200	$28,200	$28,200
Champion Landing Disc Golf Course				$53,950					
Hispanics of Today and Tomorrow			$20,000	$20,000					
Marketing money (Mainstreet & Visit Emporia)			$120,000	$120,000					
Jones Disc Golf Course Improvements		$17,900							
Hammond Park Crossings									
Miscellaneous		$2,656		$1,000	$2,000	$2,000	$2,000	$2,000	$2,000
Special Projects		$0							
TOTAL EXPENDITURES	$1,089,500	$1,310,056	$1,140,000	$1,194,950	$1,080,200	$980,200	$960,200	$960,200	$960,200
Ending Cash Balance	**$324,801**	**$671,185**	**$408,887**	**$459,241**	**$344,041**	**$321,841**	**$319,641**	**$317,441**	**$315,241**
25% reserve of revenue	$204,000	$245,545	$240,000	$245,752	$241,250	$239,500	$239,500	$239,500	$239,500
Transient Guest Tax Receipts		2022		2023	2024	2025			
1ST QUARTER-JANUARY		$184,682.75		$217,964.96	$208,253.00	$229,900.15			
2ND QUARTER-APRIL		$143,987.80		$170,824.51	$163,048.74	$154,751.99			
3RD QUARTER-JULY		$223,905.58		$232,566.63	$298,395.94	$298,953.58			
4TH QUARTER-OCTOBER		$219,288.14		$230,393.63	$262,929.27				
TOTAL		$771,864.27		$851,749.73	$932,626.95	$683,605.72			
Increased bed tax to 7% in January 2017									
Increased bed tax to 8% in April 2024									

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INDUSTRIAL FUND

	2024 Budget	2024 (Actual)	2025 Budget	Anticipated 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030
Beginning Cash Balance	$21,880	$23,446	$24,265	$25,977	($0)	($0)	($0)	($0)	($0)
REVENUE									
Ad Valorem Property Tax	$1,000	$1,060	$1,000	$1,071	$0	$0	$0	$0	$0
Back Tax Collections	$21	$20	$21	$21	$0	$0	$0	$0	$0
Motor Vehicle Tax	$99	$128	$91	$91	$0	$0	$0	$0	$0
Ad Valorem Tax Reduction	($16)	($12)	($16)	($11)	$0	$0	$0	$0	$0
Interest on Investment	$600	$1,334	$800	$750	$0	$0	$0	$0	$0
Miscellaneous					$0				
TOTAL RECEIPTS	$1,704	$2,531	$1,896	$1,923	$0	$0	$0	$0	$0
EXPENDITURES									
Travel Expense & Miscellaneous	$1,185	$0	$1,185	$0	$0	$0	$0	$0	$0
RDA Appropriation									
Transfer to Economic Development		$0		$27,900	$0	$0	$0	$0	$0
Special Projects and Reserve Funds		$0							
TOTAL EXPENDITURES	$1,185	$0	$1,185	$27,900	$0	$0	$0	$0	$0
Ending Cash Balance	$22,399	$25,977	$24,976	($0)	($0)	($0)	($0)	($0)	($0)

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Economic Sales Tax

	2024 Budget	2024 (Actual)	2025 Budget	Anticipated 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030
Beginning Cash Balance	$1,547,875	$1,319,821	$989,728	$1,038,293	$1,132,193	$1,198,193	$1,264,193	$1,330,193	$1,396,193
Revenue:									
Sales Tax Receipts	$925,000	$925,000	$925,000	$925,000	$925,000	$925,000	$925,000	$925,000	$925,000
Interest Income	$20,000	$31,551	$20,000	$22,000	$22,000	$22,000	$22,000	$22,000	$22,000
Sales of Bonds									
Transfer from Industrial Fund				$27,900					
Miscellaneous		$195,906		$0	$0	$0	$0	$0	$0
RDA returned money									
Total Revenue	**$945,000**	**$1,152,457**	**$945,000**	**$974,900**	**$947,000**	**$947,000**	**$947,000**	**$947,000**	**$947,000**
Expense:									
Appropriation Eco Devo Admin	$400,000	$358,184	$386,192	$400,000	$400,000	$400,000	$400,000	$400,000	$400,000
Emporia Enterprises	$35,000	$35,000	$0	$0	$0	$0	$0	$0	$0
Main Street	$45,000	$45,000	$45,000	$45,000	$45,000	$45,000	$45,000	$45,000	$45,000
Dynamic Brewing LLC		$500,000							
Flint Hills Tech College			$100,000						
Miscellaneous		$0		$0	$0	$0	$0	$0	$0
Transfer to Project									
Water Tower Pmt & Land Purch	$436,000	$435,963	$436,000	$436,000	$436,000	$436,000	$436,000	$436,000	$436,000
Simmons Discount									
RDA Structure consultant		59,839							
Excess Carryover		0.00							
Total Expenses	**$916,000**	**$1,433,986**	**$967,192**	**$881,000**	**$881,000**	**$881,000**	**$881,000**	**$881,000**	**$881,000**
Ending Cash Balance	**$1,576,875**	**$1,038,293**	**$967,536**	**$1,132,193**	**$1,198,193**	**$1,264,193**	**$1,330,193**	**$1,396,193**	**$1,462,193**

Main Street Allocation $45,000

Land Purchase Bond Pmt $86,000

$350,000 water line & tower pmt pays off in 2033

$86,000 Smoot's land pays off in 2038

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SPECIAL ALCOHOL FUND

	2024 Budget	2024 (Actual)	2025 Budget	Anticipated 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030
Beginning Cash Balance	$107,998	$120,433	$116,893	$122,643	$117,603	$112,903	$108,203	$103,503	$98,803
REVENUE									
Private Club Liquor Tax	$104,660	$108,123	$104,660	$104,660	$105,000	$105,000	$105,000	$105,000	$105,000
Interest on Investment	$500	$6,287	$3,000	$2,500	$2,500	$2,500	$2,500	$2,500	$2,500
TOTAL RECEIPTS	$105,160	$114,410	$107,660	$107,160	$107,500	$107,500	$107,500	$107,500	$107,500
EXPENDITURES									
Appropriations	$112,200	$112,200	$144,400	$112,200	$112,200	$112,200	$112,200	$112,200	$112,200
Special Projects		$0							
TOTAL EXPENDITURES	$112,200	$112,200	$144,400	$112,200	$112,200	$112,200	$112,200	$112,200	$112,200
Ending Cash Balance	$100,958	$122,643	$80,153	$117,603	$112,903	$108,203	$103,503	$98,803	$94,103

Appropriations	Receive in 2024	Receive in 2025	Requested in 2026
Cross Winds	$20,000	$20,000	$105,000
Corner House	$85,000	$85,000	
Emporia State University	$7,200	$7,200	$7,200
FHTC Mental Health Licensed Therapist		$7,200	
Crosswinds Building match		$25,000	
Total	$112,200	$144,400	$112,200

Receipts	2023	2024	2025
1ST QUARTER - MARCH	$25,545.75	$26,804.33	26,397.00
2ND QUARTER - JUNE	$26,129.12	$26,489.58	24,503.17
3RD QUARTER - SEPTEMBER	$31,037.27	29035.42	
4TH QUARTER - DECEMBER	$27,455.87	25793.55	
TOTAL	$110,168.01	$108,122.88	$50,900.17

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SPECIAL PARKS & RECREATION

	2024 Budget	2024 (Actual)	2025 Budget	Anticipated 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030
Beginning Cash Balance	$75,362	$115,908	$103,068	$124,327	$71,737	$21,737	$33,187	$113,687	$206,687
REVENUE									
Private Club Liquor Tax	$104,660	$108,123	$104,660	$104,660	$105,000	$105,000	$105,000	$105,000	$105,000
Donations& Grants		$0		$0	$0	$0	$0	$0	$0
Lake Kahola Proceeds		$0		$0	$0	$0	$0	$0	$0
Trf from projects		$0		$0	$0	$0	$0	$0	$0
Interest on Investment	$2,000	$8,719	$4,000	$3,000	$3,000	$3,000	$3,000	$3,000	$3,000
TOTAL RECEIPTS	$106,660	$116,842	$108,660	$107,660	$108,000	$108,000	$108,000	$108,000	$108,000
EXPENDITURES									
Maintenance & Repair		$0		$0	$0	$0	$0	$0	$0
Commodities		$0		$0	$0	$0	$0	$0	$0
Municipal Band Allocation	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000
Capital Outlay	$95,000	$93,423	$135,250	$145,250	$143,000	$81,550	$12,500	$0	$0
Contractual Services		$0		$0	$0	$0	$0	$0	$0
Transfer to Project Accounts		$0		$0	$0	$0	$0	$0	$0
Special Projects		$0		$0	$0	$0	$0	$0	$0
TOTAL EXPENDITURES	$110,000	$108,423	$150,250	$160,250	$158,000	$96,550	$27,500	$15,000	$15,000
Ending Cash Balance	$72,022	$124,327	$61,478	$71,737	$21,737	$33,187	$113,687	$206,687	$299,687

Receipts		2023		2024	2025	2026
1ST QUARTER - MARCH		$25,546		$26,804	$26,397	$26,397
2ND QUARTER - JUNE		$26,129		$26,490	$26,850	$24,503
3RD QUARTER - SEPTEMBER		$31,037		$29,035	$29,035	
4TH QUARTER - DECEMBER		$27,456		$25,794	$25,794	
TOTAL		$110,168		$108,123	$108,076	$50,900

Municipal Band requested $15,000

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Revenue Detail and Expenditure Summary

SPECIAL STREET FUND

	2024 Budget	2024 (Actual)	2025 Budget	Anticipated 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030
Beginning Cash Balance	$270,715	$179,135	$113,211	$188,563	$103,825	$229,109	$267,442	$362,746	$428,901
REVENUE									
Gasoline Tax	$741,360	$653,077	$665,570	$650,000	$650,000	$650,000	$650,000	$650,000	$650,000
Special City-County Tax	$77,677	$80,767	$79,813	$79,813	$79,813	$79,813	$79,813	$79,813	$79,813
Damages- Storm	$5,000	$20,438	$5,000	$8,500	$5,000	$5,000	$5,000	$5,000	$5,000
Interest on Investment	$5,000	$15,927	$10,000	$6,000	$5,000	$5,000	$5,000	$5,000	$5,000
Transfer of Funds	$100,000	$102,420	$100,000	$200,000	$576,389	$576,389	$576,389	$576,389	$576,389
Sale of Salvage		$0		$0	$0	$0	$0	$0	$0
Miscellaneous		$125		$0	$0	$0	$0	$0	$0
TOTAL RECEIPTS	$929,037	$872,754	$860,383	$944,313	$1,316,202	$1,316,202	$1,316,202	$1,316,202	$1,316,202
EXPENDITURES									
Personnel Services	$676,759	$632,443	$634,288	$634,289	$673,766	$700,717	$728,745	$757,895	$788,211
Vacancy	($12,988)	$0	($12,147)	$0	$0	$0	$0	$0	$0
Maintenance & Repair	$151,792	$87,417	$131,870	$122,170	$151,722	$151,722	$151,722	$151,722	$151,722
Commodities	$145,450	$108,214	$154,350	$148,450	$154,450	$154,450	$154,450	$154,450	$154,450
Other Charges	$46,590	$20,827	($41,712)	$36,192	$58,530	$58,530	$58,530	$58,530	$58,530
Capital Outlay	$0	$0		$0	$25,000	$85,000	$0	$0	$0
Transfers Lease payments	$88,000	$0	$25,000	$34,000	$34,000	$34,000	$34,000	$34,000	$34,000
Utilities	$31,450	$9,225	$5,750	$5,450	$31,450	$31,450	$31,450	$31,450	$31,450
Communications	$2,700	$2,420	$2,700	$2,700	$2,700	$2,700	$2,700	$2,700	$2,700
Training & Travel	$10,000	$6,216	$8,000	$10,000	$13,500	$13,500	$13,500	$13,500	$13,500
Contractual Services	$45,800	$24,585	$41,100	$35,800	$45,800	$45,800	$45,800	$45,800	$45,800
Outstanding PO's									
Excess Carryover		$0							
Audit Adjustments		($28,021)		$0	$0	$0	$0	$0	$0
TOTAL EXPENDITURES	$1,185,553	$863,326	$949,199	$1,029,051	$1,190,918	$1,277,869	$1,220,897	$1,250,047	$1,280,363
Net Change in Cash	($256,516)	$9,428	($88,816)	($84,738)	$125,284	$38,333	$95,304	$66,155	$35,839
Ending Cash Balance	$14,199	$188,563	$24,395	$103,825	$229,109	$267,442	$362,746	$428,901	$464,739

Receipts		2023		2024	2025
1st Quarter - Jan Payment		$167,413		$159,680	$180,485
2nd Quarter - April Payment		$149,530		$151,744	$129,636
3rd Quarter - July Payment		$166,506		$174,866	$171,627
4th Quarter - Oct Payment		$164,910		$166,787	$0
Total		$648,358		$653,077	$481,748

1 1/2 mil trf for street repairs

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Revenue Detail and Expenditure Summary

DRUG FORFEITURES

	2024 Budget	2024 (Actual)	2025 Budget	Anticipated 2025	Budget 2026	Budget 2027	Budget 2028	Budget 2029	Budget 2030
Beginning Cash Balance	$85,820	$35,885	$40,045	$65,741	$67,741	$69,741	$71,741	$73,741	$75,741
REVENUE									
Receipts from Drug Forfeitures	$5,000	$40,393	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000
Interest on Investment	$2,000	$2,710	$2,000	$2,000	$2,000	$2,000	$2,000	$2,000	$2,000
Audit Adjustment									
TOTAL RECEIPTS	$7,000	$43,103	$7,000	$7,000	$7,000	$7,000	$7,000	$7,000	$7,000
EXPENDITURES									
Maintenance & Repair		$0		$0	$0	$0	$0	$0	$0
Commodities	$5,000	$11,268	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000
Capital Outlay		$0		$0	$0	$0	$0	$0	$0
Communications		$330		$0	$0	$0	$0	$0	$0
Other Charges		$1,649		$0	$0	$0	$0	$0	$0
Other Contractual		$0		$0	$0	$0	$0	$0	$0
Excess Carryover		$0		$0	$0	$0	$0	$0	$0
TOTAL EXPENDITURES	$5,000	$13,247	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000
Ending Cash Balance	$87,820	$65,741	$42,045	$67,741	$69,741	$71,741	$73,741	$75,741	$77,741

City of Emporia, Kansas					09/17/2025				
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2025-2030									
Revenue Detail and Expenditure Summary									
Storm Water									
	2024	2024	2025	Anticipated	Budget	Budget	Budget	Budget	Budget
	Budget	(Actual)	Budget	2025	2026	2027	2028	2029	2030
Beginning Cash Balance	$173,511	$243,446	$72,022	$139,005	$151,446	$5,599,446	$424,446	$16,924,446	$13,399,446
REVENUE									
Storm Water Fee	$441,696		$441,696		$250,000	$250,000	$250,000	$250,000	$250,000
Interest on Investment		$13,609		$13,000	$13,000	$13,000	$13,000	$13,000	$13,000
Transfer of Funds	$0	$100,000		$150,000	$150,000				
Sale of Bonds					$5,600,000		$17,650,000		
Audit Adjustment									
TOTAL RECEIPTS	$441,696	$113,609	$441,696	$163,000	$6,013,000	$263,000	$17,913,000	$263,000	$263,000
EXPENDITURES									
Maintenance of Storm Sewer		$137,906		$12,000	$0	$0	$0	$0	$0
Commodities		$0		$0	$0	$0	$0	$0	$0
Capital Outlay	$543,185	$7,184	$693,185	$138,559	$565,000	$5,025,000	$1,000,000	$2,075,000	$14,575,000
Communications		$702		$0	$0	$0	$0	$0	$0
Other Charges		$0		$0	$0	$0	$0	$0	$0
Transfer to Bond & Interest						$413,000	$413,000	$1,713,000	$1,713,000
Transfer to Project fund					$0				
Other Contractual		$72,258		$0	$0	$0	$0	$0	$0
Excess Carryover		$0		$0	$0	$0	$0	$0	$0
TOTAL EXPENDITURES	$543,185	$218,050	$693,185	$150,559	$565,000	$5,438,000	$1,413,000	$3,788,000	$16,288,000
Ending Cash Balance	$72,022	$139,005	-$179,467	$151,446	$5,599,446	$424,446	$16,924,446	$13,399,446	-$2,625,554

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Revenue Detail and Expenditure Summary									
BOND & INTEREST FUND									
	2024	2024	2025	Anticipated	Budget	Budget	Budget	Budget	Budget
	Budget	(Actual)	Budget	2025	2026	2027	2028	2029	2030
Beginning Cash Balance	$2,253,014	$2,358,483	$3,765,846	$3,945,109	$5,476,243	$5,903,228	$6,092,840	$6,120,907	$5,961,758
REVENUE									
Ad Valorem Property Tax	$2,090,214	$2,064,333	$2,061,111	$2,061,111	$2,164,304	$2,256,301	$2,323,991	$2,393,710	$2,465,522
Back Tax Collection	$40,000	$35,227	$40,000	$40,000	$40,000	$40,000	$40,000	$40,000	$40,000
Special Assessments	$35,302	$67,861	$35,301	$39,053	$25,000	$25,000	$25,000	$25,000	
Motor Vehicle Tax	$192,974	$217,034	$190,424	$192,974	$176,455	$192,974	$192,974	$192,974	$192,974
Recreational Vehicles	$2,363	$2,363	$2,197	$2,363	$2,179	$2,179	$2,179	$2,179	$2,179
Ad Valorem Tax Reduction	-$22,000	-$23,734	-$22,000	-$22,000	-$22,000	-$22,000	-$22,000	-$22,000	-$22,000
Interest on Investment	$90,000	$189,025	$100,000	$130,000	$130,000	$130,000	$100,000	$100,000	$100,000
Recreation Center - Fitness Room	$51,360	$51,360	$49,440	$49,440					
Industrial Land Payment - Econ Sales Tax		$85,963		$85,963	$85,963	$85,963	$85,963	$85,963	$85,963
RHID Krestinger Tax payment		$44							
RHID Mahtropolis				$2,330	$10,800	$17,500	$17,500	$17,500	$17,500
CID Flinthills Crossing						$66,000	$66,000	$66,000	$66,000
Miscellaneous		$0		$0	$0	$0			
Transfer of Funds from Project Accounts		$0		$0	$0				
TOTAL RECEIPTS	$2,480,213	$2,689,476	$2,456,473	$2,581,234	$2,612,701	$2,793,917	$2,831,607	$2,901,326	$2,948,138
EXPENDITURES									
Principal	$875,000	$875,000	$929,000	$855,000	$1,195,000	$1,907,000	$2,132,000	$2,417,000	$2,862,000
Interest Coupons	$227,850	$227,850	$195,100	$195,100	$990,716	$697,305	$671,540	$643,475	$612,944
Transfer to project funds									
Excess Carryover		$0							
TOTAL EXPENDITURES	$1,102,850	$1,102,850	$1,124,100	$1,050,100	$2,185,716	$2,604,305	$2,803,540	$3,060,475	$3,474,944
Ending Cash Balance	$3,630,377	$3,945,109	$5,098,219	$5,476,243	$5,903,228	$6,092,840	$6,120,907	$5,961,758	$5,434,951

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2025-2030					
Revenue Detail and Expenditure Summary					
WATER FUND					
	2023	2024	Budget	Anticipated	Budget
	(Actual)	(Actual)	2025	2025	2026
BEGINNING CASH	$2,452,274	$830,591	$10,000	$10,000	$758,314
REVENUE					
Sale of Water	$7,718,770	$9,286,308	$10,200,000	$10,200,000	$11,200,000
Penalties	$89,725	$102,425	$95,000	$95,000	$95,000
Service Charge	$94,666	$83,539	$80,000	$80,000	$80,000
Sale of Salvage	$100	$0	$0		$0
Reimbursed Expense	$27,512	$57,451	$10,000	$10,000	$20,000
Interest on Investment	$102,130	$42,986	$20,000	$20,000	$20,000
Sale of Bonds	$0	$0	$0		$0
Trf from Industrial Development Sales Tax fund	$350,000	$350,000	$350,000	$350,000	$350,000
Non Operating Revenue	$3,337,786	$5,240,370	$300,000		$0
Miscellaneous	$7,818	$0	$2,000	$2,100	$2,100
TOTAL RECEIPTS	$11,728,506	$15,163,079	$11,057,000	$10,757,100	$11,767,100
EXPENDITURES					
Personnel Services	$1,174,831	$1,387,665	$1,502,809	$1,502,809	$1,584,076
Vacancy	$0	$0	$0		$0
Maintenance & Repair	$2,021,183	$1,381,379	$1,146,475	$1,146,475	$1,203,550
Commodities	$1,755,240	$2,047,987	$1,807,000	$1,807,000	$2,165,850
Other Charges	$375,064	$321,710	$303,227	$303,227	$316,450
Industrial Discount		$322,829	$340,000	$340,000	$350,000
Capital Outlay	$0	$373,685	$393,000	$393,000	$318,000
Debt Payment	$1,733,972	$1,825,075	$1,815,675	$1,815,675	$1,923,869
Stock	$32,154	$120,609	$5,000	$5,000	$5,000
Transfer to Project Account	$3,399,286	$5,240,370	$0		$0
Utilities	$664,956	$630,971	$594,600	$594,600	$594,600
Communications	$28,074	$24,833	$44,900	$44,900	$40,400
Travel & Training	$25,027	$19,330	$15,200	$15,200	$20,200
Contractual Services	$767,036	$1,222,028	$1,220,800	$1,220,800	$1,250,300
Administrative Fee 16%	$1,086,178	$1,105,842	$1,120,000	$1,120,000	$1,120,000
Change in Liabilities	$287,187	($40,644)	$0		$0
TOTAL EXPENDITURES	$13,350,189	$15,983,671	$10,308,686	$10,308,686	$10,892,295
NET CHANGE IN CASH	($1,621,683)	($820,592)	$748,314	$448,414	$874,805
ENDING CASH	**$830,591**	**$10,000**	**$758,314**	**$458,414**	**$1,633,119**
Base for reserve calculation	$13,350,189	$15,609,986	$9,915,686	$9,915,686	$10,574,295
20% reserve amount	$2,670,038	$3,121,997	$1,983,137	$1,983,137	$2,114,859
Amount over 20% reserve	($1,839,447)	($3,111,997)	($1,224,823)	($1,524,723)	($481,740)
Percent	6.22%	0.06%	7.65%	4.62%	15.44%

City of Emporia, Kansas			9/17/2025		
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2025-2030					
WASTE WATER FUND					
	2023	2024	Budget	Anticipated	Budget
	(Actual)	(Actual)	2025	2025	2026
BEGINNING CASH	$2,087,628	$1,029,529	$640,980	$640,980	$1,321,734
REVENUE					
Sales/Charges	$6,169,657	$6,600,709	$7,400,000	$7,400,000	$8,140,000
Extra Strength Surcharge	$171,000	$163,428	$162,500	$162,500	$162,500
Interest on Investment	$80,398	$45,923	$30,000	$30,000	$20,000
New system Taps	$4,600	$2,000	$1,000	$1,000	$1,000
Sale of Bonds	$6,533,733	$0	$0		$0
Non Operating	$581,934	$135,920	$225,648		$0
Miscellaneous	$1,221,088	$6,808	$1,000	$1,000	$1,000
TOTAL RECEIPTS	$14,762,411	$6,954,789	$7,820,148	$7,594,500	$8,324,500
EXPENDITURES					
Personnel Services	$1,287,455	$1,425,385	$1,428,109	$1,428,109	$1,502,707
Vacancy	$0	$0			
Maintenance & Repair	$595,473	$420,819	$454,825	$454,825	$546,500
Commodities	$427,896	$534,367	$502,664	$502,664	$579,750
Other Charges	$291,139	$165,841	$201,405	$201,405	$212,865
Capital Outlay	$578,247	$117,523	$295,000	$295,000	$1,178,000
Debt Payment	$2,843,772	$2,983,764	$2,767,241	$2,767,241	$2,758,691
Transfer to Project fund	$8,320,208	$135,920	$0		$0
Utilities	$570,015	$749,512	$599,500	$599,500	$675,500
Communications	$21,816	$22,855	$29,600	$29,600	$30,300
Travel & Training	$15,084	$9,652	$11,500	$11,500	$16,000
Contractual Services	$211,120	$344,176	$239,550	$239,550	$237,050
Administrative Fee Flat	$610,000	$610,000	$610,000	$610,000	$610,000
Change in Liabilities	$48,284	($176,476)	$0		$0
TOTAL EXPENDITURES	$15,820,510	$7,343,338	$7,139,394	$7,139,394	$8,347,363
NET CHANGE IN CASH	($1,058,099)	($388,549)	$680,754	$455,106	($22,863)
ENDING CASH	**$1,029,529**	**$640,980**	**$1,321,734**	**$1,096,086**	**$1,298,871**
Base for reserve calculation	$15,242,263	$7,225,815	$6,844,394	$6,844,394	$7,169,363
20% Cash Reserve amount	$3,048,453	$1,445,163	$1,368,879	$1,368,879	$1,433,873
Amount over 20% Cash Reserve	($2,018,924)	($804,183)	($47,145)	($272,793)	($135,002)
Percentage	6.75%	8.87%	19.31%	16.01%	18.12%

City of Emporia, Kansas					9/17/2025
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2025-2030					
SOLID WASTE DISPOSAL FUND					
	2023	2024	Budget	Anticipated	Budget
	(Actual)	(Actual)	2025	2025	2026
BEGINNING CASH	$3,549,209	$3,388,240	$2,528,037	$2,528,037	$733,639
REVENUE					
Refuse Collection Fees	$3,004,195	$3,047,423	$3,200,000	$3,200,000	$3,520,000
Loss on Sale of Assets	$0	$0	$0		$0
Interest on Investments	$150,996	$156,375	$80,000	$80,000	$70,000
Resale of Recyclables	$84,117	$144,698	$90,000	$90,000	$90,000
Box Container Fees	$1,868,989	$1,869,277	$1,860,000	$1,860,000	$2,220,000
Landfill Fees	$611,254	$578,017	$709,000	$709,000	$849,000
Transfers	$19,428	$0	$0		$0
Miscellaneous	$5,664	$15,845	$4,800	$4,800	$4,800
TOTAL RECEIPTS	$5,744,642	$5,811,637	$5,943,800	$5,943,800	$6,753,800
EXPENDITURES					
Personnel Services	$2,268,626	$2,496,197	$2,637,201	$2,637,201	$2,791,045
Vacancy	$0	$0			
Maintenance & Repair	$372,042	$257,114	$245,425	$245,425	$318,000
Commodities	$408,039	$399,765	$525,300	$525,300	$542,300
Other Charges	$278,567	$395,271	$364,442	$364,442	$403,900
Capital Outlay	$3,970	$320,359	$910,000	$910,000	$100,000
Debt Payment					
Trf to Project fund	$25,000	$0	$0		$0
Utilities	$60,758	$52,096	$78,000	$78,000	$80,000
Communications	$37,201	$38,036	$52,400	$52,400	$52,400
Travel & Training	$10,752	$6,051	$8,750	$8,750	$8,750
Contractual Services	$1,675,146	$1,759,615	$1,926,680	$1,926,680	$1,943,440
Administrative Fee 16%	$877,017	$975,905	$990,000	$990,000	$990,000
Change in Liabilities	($111,506)	($28,569)	$0		$0
TOTAL EXPENDITURES	$5,905,612	$6,671,840	$7,738,198	$7,738,198	$7,229,835
NET CHANGE IN CASH	($160,969)	($860,203)	($1,794,398)	($1,794,398)	($476,035)
ENDING CASH	**$3,388,240**	**$2,528,037**	**$733,639**	**$733,639**	**$257,604**
Base for reserve calculation	$5,901,642	$6,351,481	$6,828,198	$6,828,198	$7,129,835
20% cash reserve amount	$1,180,328	$1,270,296	$1,365,640	$1,365,640	$1,425,967
Amount over 20% Cash Reserve	$2,207,911	$1,257,741	($632,001)	($632,001)	($1,168,363)
Percentage	57.41%	39.80%	10.74%	10.74%	3.61%

9/17/2025	Department	2025	2026	2027	2028	2029	2030	Years to Bond
TGT allocation								
Stage Lighting	Civic Building							
Replace arena bleachers (1992)	Civic Building			175,000				
Patch and Paint walls and Ceilings in Main Arena	Civic Building		125,000					
Basketball back stops	Civic Building	50,000						
ADA assistive listening system	Civic Building		23,000					
Arena Handrails	Civic Buildiing	150,000						
Civic Auditorium Arena Score Board with Video Donations needed	Civic Building				375,000			
Total Auditorium Improvements		**200,000**	**148,000**	**175,000**	**375,000**	**-**		

9/17/2025	Department	2025	2026	2027	2028	2029	2030	Years to Bond
Storm water fund								
Upgrade to 12" pipe on Rural & State St	Storm Water				750,000			
Randolph & Washington	Storm Water			275,000				
W Side of Prairie (US 50 to 7th)	Storm Water				250,000			
Rural & State St. SWS Improvs.	Storm Water					750,000		
E. 12th Ave & Whildin St. Drainage - combine with Michelle St Development	Storm Water	100,000						
W 18th Ave & EHS Pond	Storm Water		400,000					
Williby Ave	Storm Water			1,500,000				
29th & Westridge	Storm Water	38,559						
Becker Addition	Storm Water		165,000	3,250,000				
Lakeridge Rd to Bayfront Dr	Storm Water							
Potwin & Cottonwood St Storm Sewer	Storm Water					250,000	5,250,000	
4th Ave & Arundel St Storm Sewer Lining	Storm Water					150,000	1,200,000	
8th & Commercial St. Downtown Storm Sewer	Storm Water					500,000	4,000,000	
18th Ave Drng Channel (EHS Pond)	Storm Water					25,000	375,000	
18th Ave & Holiday Drive (Flint Hills Mall/I35)	Storm Water					50,000	550,000	
Williby Ave (12th Ave to Williby Ct)(StormPond/Swr)	Storm Water					150,000	1,350,000	
Rural & State St. SWS Improvs. (7th -12th Ave)	Storm Water					75,000	675,000	
Drainage Chnl W. of Prairie (US50 to 7th Ave)	Storm Water					25,000	225,000	
5th Ave & Oak to 500 Blk Chestnut S (60" clayblock lining)	Storm Water					65,000	610,000	
Randolph & Washington (Washing to West)	Storm Water					30,000	270,000	
12th Ave& Whilden SWS & Chnl Improvs	Storm Water					5,000	70,000	
Total Storm Water		**138,559**	**565,000**	**5,025,000**	**1,000,000**	**2,075,000**	**14,575,000**	

9/17/2025	Department	2025	2026	2027	2028	2029	2030	Years to Bond
Special Street								
Graco Paint Machine	Sign & Marking		25,000					
3/4-ton pickup with speciality sign bed (Replace 2011 1-ton)	Sign & Marking			85,000				
Total Special Street			**25,000**					

9/17/2025	Department	2025	2026	2027	2028	2029	2030	Years to Bond
Special Park								
Aerator	Golf Course							
Tees & Banks Reel Mower (2003) 5400 hours	Golf Course							
Tees & Banks Reel Mower (2004) 3300 hours	Golf Course	$57,750						
Wide Area Mower (2007) 4900 hours	Golf Course			81,550				
Master Park Plan split with Multi Year	Park		$25,000					
Tree Repopulation Project/All Parks	Park	$12,500			12,500			
11 Foot Rotary Mower (2012) #617	Park		100,000					
Tractor w/front end loader, backhoe, & tiller - John Deere/Kubota (1984)	Golf Course	$75,000						
Riding Lawn Mower 60"	Park		$18,000					
Total Special Park		**145,250**	**143,000**	**81,550**	**12,500**	**-**		
Community Foundation - Kahola fund								
Rehab Band Stand at Fremont Park Roof and siding	Park	160,000						
Skate board Park		250,000						
Dog Park at Quaker			75,000					
Total Community Foundation - Kahola Fund		**410,000**	**75,000**	**-**	**-**	**-**	**-**	

9/17/2025	Department	2025	2026	2027	2028	2029	2030	Years to Bond
General Fund								
Monitor/Defibrillator	EMS	48,000	50,000			53,000		
Mechanical CPR Devices	EMS	31,000	32,000	33,000	34,000	35,000		
Replace Power Cots	EMS	60,000	60,000					
Power Load Cot System	EMS		65,000		67,500	70,000		
Patient Simulator Training Device	EMS							
Communication Equipment	Fire		15,000	15,000	15,000	15,000	15,000	
Hose Rollers	Fire							
Drone and Accessories	Fire							
Utility Vehicle width hydraulic dump bed and HI-FLOW hydraulics (1998) 5100 hours	Golf Course			42,380				
Chemical sprayer & Cushman (2001) 2200 hours	Golf Course			90,000				
Sand topdresser (1992)	Golf Course				31,000			
Greens Mower, with cutting units and Verti cut units (1999) 4400 hours	Golf Course				63,600			
Greens Mower (1 of 2) Replaces 2016 Mowers	Golf Course						65,000	
Greens Mower (2 of 2) Replaces 2016 Mowers	Golf Course						65,000	
Bunker Rake w/attachments	Golf Course						35,000	
Greens Rotary Brush	Golf Course						11,000	
Plow Box for loader	Snow Removal		35,000					
Brine Maker with no storage tanks	Snow Removal				60,000			
Road Tempurature and weather stations	Snow Removal			10,000				
Skidsteer plow box	Snow Removal			25,000				
Skidsteer (enclosed) Lease?? Put into operating	Snow Removal							
Heavy-duty plow (replace the meyers plow)	Snow Removal		35,000					
1-ton with flat bed (Replace 2020)	Snow Removal						65,000	
Drag box tractor & box Replace #623-1 (1984) 1455 hours	Park							
48 inch commercial zero turn mower w/bagger(2005) 1765 hours	Park	15,000						
48 inch commercial zero turn mower w/bagger #657	Park		15,000					
John Deere Gator UTV	Park			30,000				
Dump Truck	Park				120,000			
Flatbed Truck	Park					70,000		
John Deere Blade tractor replace #626-1	Park					56,000		
11 foot rotary mower (2015) 1435 hours	Park			100,000				
11 Foot Rotary Mower 2016 #651-4	Park				100,000			
Tractor w/front end loader, backhoe, tiller, trencher	Park			80,000				
Mini Excavator	Park			70,000				
Large Bucket truck #610 (can be used)	Park				80,000			
Camera for Peter Pan Park splash pad	IT		12,500					
Camera for Las Casitas	IT		12,500					
Camera for East Side Memorial Park	IT		12,500					
Camera for Reeble Park	IT		12,500					
Camera for Whittier Skatepark	IT		12,500					
Camera for Debauge Soccer Complex	IT		12,500					
Communication Equipment	Police		15,000	15,000	15,000	15,000	15,000	

9/17/2025	Department	2025	2026	2027	2028	2029	2030	Years to Bond
Spillman Server	Police	40,000						
Fire Wall Split with Dispatch & Sheriff	Police		15,000					
Police Radios	Police						50,000	
UTV - New	Zoo		29,000					
Generator-Main Zoo	Zoo					100,000		
Generator-Park/Zoo Maintenance Bldg	Zoo				100,000			
Generator-Zoo Education Center	Zoo						100,000	
Total General Fund		**194,000**	**441,000**	**510,380**	**686,100**	**414,000**	**421,000**	

9/17/2025	Department	2025	2026	2027	2028	2029	2030	Years to Bond
Mil Levy								
Mahtopolis Infrastructure improvements	RHID	830,000						20
Krestsinger Infrastructure improvements	RHID		400,000					20
Addition to Fire Station #2 & new fire station #1	Fire	12,000,000	7,000,000					20
Quint 1 (2001) Replacement	Fire	2,200,000						10
Fire Engine - 1,000 gallon tank & foam	Fire			750,000				10
Ambulance Purchase (2011), (2014), (2017)	EMS		400,000	450,000		500,000		5
Course renovations	Golf Course				2,500,000			20
Par 3 course	Golf Course					1,500,000		20
Flint Hills Crossing Street CID to pay 50%	Paving	2,750,000						20
Major Street Repair TBD	Paving	1,250,000						20
Brick Streets $200,000 per block 47.5 blocks $9,500,000	Paving							20
Street Sweeper Vacuum (2014)	Special Street	410,000						5
Wheel Loader to Replace 2015 Doosan	Special Street		285,000					5
Plow Truck with spreader (replace 2003)	Special Street			400,000				5
Plow Truck with spreader (replace 2014)	Special Street			400,000				5
1-ton with plow/ spreader and hydraulics (replace 2011 1-ton)	Special Street			100,000				5
1-ton with plow/ spreader and hydraulics (replace 2017 1-ton)	Special Street			100,000				5
Street Sweeper (Replace 2021)	Special Street			300,000				5
Wheel Loader to Replace 2017 Volvo	Special Street					310,000		5
Pothole Repair Truck	Special Street				400,000			5
Maintenance and equipment building Built in early 1970's with Cart storage	Golf Course		750,000					20
Clubhouse (dining, merchandise, shelter)	Golf Course					1,300,000		20
New Hanger for monthly and daily rental	Airport			120,000				20
Adding onto Existing T-Hangar	Airport					1,500,000		20
New Hanger	Airport						1,500,000	20
Park & Zoo Maintenance Facility	Park				400,000			20
Public Works Building Rehabilitation (Design)	Public Works					40,000		20
Public Works Building Rehabilitation (Construction)	Public Works						4,000,000	20
Wash Bay with Automated Wash (Should be Split between all) (Design)	Public Works					25,000		20
Wash Bay with Automated Wash (Should be Split between all) (Construction)	Public Works						2,500,000	20
Veterinary Building update/addition	Zoo					450,000		20
Total Mil Levy		**19,440,000**	**8,835,000**	**2,620,000**	**3,300,000**	**5,625,000**	**8,000,000**	

9/17/2025	Department	2025	2026	2027	2028	2029	2030	Years to Bond
Multi-Year								
Private/Public partnership	Administration	668,000	200,000	200,000	200,000	200,000	200,000	
JACE HVAC controls update	Aquatic Center		-					
Replace Mogas Fuel tank and 24 hour fuel pumps	Airport							
Airport Apron Extension (FAA 90%)	Airport							
500' Runway Extension (Construction) (FAA 90%0	Airport				$240,000			
500' Runway extension (Design) (FAA 90%)	Airport	$30,000						
Avgas Fuel Farm upgrade	Airport			$0				
Install Security Fencing and Gates	Airport				$100,000			
Reconstruct South Taxilanes (FAA 90%)	Airport		$100,000					
Remodel Old Terminal	Airport		$0					
Ramp Expansion Design (KDOT 95%)	Airport							
Ramp Expansion Construction (KDOT 90%)	Airport	88,000						
Repair South Ramp (KDoT 95%) (Design)	Airport	15,000						
Repair South Ramp (KDoT 90%) (Construction)	Airport		50,000					
Install Security Fencing and Gates (FAA 90%)	Airport				100,000			
Replace Mogas Fuel tank and 24 hour fuel pumps (KDoT 80%)	Airport	50,000						
Remodel Old Terminal	Airport			60,000	60,000			
6000' 60,000lb Runway (Complete Reconstruction of Existing and 1000' Extension) (Design) (FAA 90%)	Airport					100,000		
6000' 60,000lb Runway (Complete Reconstruction of Existing and 1000' Extension) (Construction) (FAA 90%)	Airport						600,000	
Pole Barn for Equipment Storage (Split w/ Golf Course)	Airport/Golf							
Replace Both Community Hangar Doors (KDOT 85%)	Airport	-						
Replace steam lines/HVAC improvements	Civic Building	-						
Walk-in Cooler in Room 222	Civic Building			75,000				
Replace Windows	Civic Building	$56,000	$25,000	$25,000	$25,000			
Little Theater Sound Treatment	Civic Building		35,000					
Remodel East Foyer & Vestibule door ways	Civic Building	-						
618 Mechanic Roof	Civic Building	135,000						
Civic Roof areas K,M & N (Cover asphalt roof with TPO Rubber Material)	Civic Building		198,000					
2022 Replace Steam lines	Civic Building	-						
Elevator Controls	Civic Building							
Civic Roof area A,B & D Metal Roof Coating	Civic Building	105,000						
Exterior Building Decorative lights and arena decorative lights	Civic Building	45,000						
Update Civic Chiller System	Civic Building		$475,000					
2nd floor restroom ceiling repairs	Civic Building	30,000						
Sewer Lift station - Police department - basement Sewer	Civic Building			150,000				
ADA Improvements	Civic Building	200,000	100,000	100,000	100,000	100,000	100,000	
Civic Convert from Steam to Hot Water Heat System	Civic Building	$475,000						

9/17/2025	Department	2025	2026	2027	2028	2029	2030	Years to Bond
Police department lobby remodel	Civic Building							
Overhead door replacement	Fire- Station 2							
Master Plan for the Golf Course	Golf Course							
New pond construction on new plot of land	Golf Course			750,000				
Practice facility and driving range expansion	Golf Course				500,000			
HVAC updates -	Library		45,000					
Electrical update - install panel and light switches	Library	60,000						
Remodel Public Bathrooms	Library	120,000						
Park Master Plan split with Special Park	Park		25,000					
Park Mas								
JAC replace sand in filters	Park	40,000						
JAC Slides - repair or new	Park				$300,000			
Jones Park Mower Shed	Park	30,000						
Peter Pan Park Pond cleanup	Park	200,000						
Eastside Memorial Park - Resurface Basketball Courts	Park					$20,000		
Hammond Park - repaint tennis courts	Park					$16,000		
Propagation Greenhouse 24x48x8	Park		$200,000					
Reeble Park - resurface Pickleball courts	Park					$20,000		
Restroom in Fremont Park	Park			$150,000				
Santa Fe Park bathroom renovations	Park			$150,000				
Mechanic Parking Lots 600-700 Block	Parking Lot							
Misc. Street Repairs Transfer to Special Street	Paving	$200,000	$200,000	$200,000	$200,000	$200,000	$200,000	
Street Rehabilitation	Paving	$1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	
11th Avenue (Mechanic St to Union St) Brick St. Overlay	Paving							
10th Avenue (Mechanic St to Union St) Brick St. Reconstruct	Paving							
9th Avenue (Mechanic St to Union St) Brick St. Reconstruct	Paving			500,000				
CCLIP	Paving		$400,000	$400,000	$400,000			
CCLIP Geom. Improvs. K99/Commercial (KS Ave to SCL)	Paving		280,000					
CCLIP US 50 From Prairie to West City Limits	Paving							
Riley Avenue (Burlingame to Whittier St) Widening & Overlay	Paving				$300,000			
Firing Range House Split with County	Police		30,000					
Outdoor warning siren - location tbd	Police			45,000				
Sidewalk Improv. (S. side 15th Ave. from Industrial Rd. to Stanton St.)	Sidewalk				25,000			
ADA Sidewalks	Sidewalk				50,000			
Sidewalk Improv. (S. side 15th Ave. from Graphic Arts to Hatcher St.)	Sidewalk				55,000			
North side of 24th Westridge to Industrial - Grant Match	Sidewalk				70,000			
KDOT TA 12th Ave (Burlingame to Riley) KDOT 80% $50,000 Healthier Lyon County $315,000	Sidewalk	47,500						
KDOT TA 24th Ave (Prairie to Lincoln) KDOT 80% $50,000 Healthier Lyon County $315,000	Sidewalk	100,000						

9/17/2025	Department	2025	2026	2027	2028	2029	2030	Years to Bond
24th Ave (N Side of Graphic Arts Rd to Westridge Dr)	Sidewalk				100,000			
Sidewalk Improv. (12th Ave. from Graphic Arts to Industrial Rd.)	Sidewalk					225,000		
15th Ave (Graphic Arts to Hatcher)	Sidewalk				125,000			
15th Ave (Industrial to Stanton)	Sidewalk				40,000			
24th Ave (Westridge Dr to Industrial Rd)	Sidewalk				125,000			
9th Ave (Eastside Park to Lakeview St	Sidewalk				45,000			
Sidewalk Improvement (9th Ave from Fairgrounds to Elm)	Sidewalk					100,000		
Hazardous Sidewalk Program & CG Program	Sidewalk	100,000	150,000	150,000	150,000	150,000	150,000	
12th and Merchant Replace signal heads and upgrade cameras to opticon	Sign & Marking			$90,000				
18th and Industrial N & S And I-35 camera upgrades	Sign & Marking	$70,000						
18th & Industrial Replace Signal heads and upgrade controller	Sign & Marking	$100,000						
Ped Signal Upgrade to Audible in the Downtown Area	Sign & Marking				50,000	50,000		
Traffic Control HUB System	Sign & Marking		50,000					
Industrial and 15th upgrade cameras to Radar for accident reduction	Sign & Marking			$26,000				
Miscellaneous Storm Water Repairs	Storm Water	150,000	150,000					
Street Preservation	Street	$300,000	$200,000	$200,000	$200,000	$200,000	$200,000	
Hoof stock Sheds - Bison	Zoo	50,000						
Trumpeter Swan Exhibit; sealing pond/stream, repair waterfall	Zoo	54,000						
Eagle pond renovation/repair of wet well/stream/lower pond	Zoo							
Bird enclosure sheds, enclosures & ventilation (New USDA Regulations)	Zoo	145,000						
Butt Rail Replacement (Bison, mule deer, llama)	Zoo		55,000					
Concrete pond reconstruction/valve replacement (NeNe, EBV, Eagle, Bobcat)	Zoo			$180,000				
Fencing in zoo replaced/repaired	Zoo	88,900						
King Vulture Remodel (New USDA Regulations)	Zoo	195,000						
Off-exhibit holding - chain-link tops added - 6 pens/B runs caging replacement	Zoo			$86,000				
Split Rail Fence Replacement & Bridge Replacement	Zoo				$179,000			
Zoo Road removal, relocate utility	Zoo					138,000		
3 phase recycling pump Replaced and new pond aeration pump	Zoo	$18,000						
Quarantine Facility - Replacement	Zoo					270,000		
Hoofstock Work Area (Bison, mule deer llama) AZA Requirement	Zoo			180,000				
Total Multi Year		**5,065,400**	**4,068,000**	**4,817,000**	**4,839,000**	**2,889,000**	**2,550,000**	

9/17/2025	Department	2025	2026	2027	2028	2029	2030	Years to Bond
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**	

9/17/2025	Department	2025	2026	2027	2028	2029	2030	Years to Bond
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**	**-**	**-**	**-**		

9/17/2025	Department	2025	2026	2027	2028	2029	2030	Years to Bond
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	
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**	

9/17/2025	Department	2025	2026	2027	2028	2029	2030	Years to Bond
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 vacum 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					

Solid Waste Bonded

~~Commercial Sideload for Dumpsters~~	~~Transfer Station~~		~~1,000,000~~					7
~~New Dumpsters for Commercial Sideload~~	~~Transfer Station~~		~~1,000,000~~					7
Total Solid Waste to bond			**2,000,000**					

Commission Action Report
Ordinance 25-25 Annual Appropriation

Title:	Ordinance 25-25 Annual Appropriation
Agenda Date:	September 17, 2025
Presented By:	Trey Cocking, City Manager, and Janet Harrouff, Director of Finance

Background:
The annual appropriation ordinance authorizes city expenditures for purposes approved in the annual budget.

Discussion:
Ordinance 25-25 authorizes the Finance Director, with the Consent of the City Manager and City Clerk, to make payments for all claims and charges against the city in the calendar year 2026. City staff are required to follow Kansas State Law and City of Emporia Purchasing Policy requirements. Capital Improvement Items over $25,000 will be brought to the City Commission for approval.

Recommended action:
Approve Ordinance 25-25 Annual Appropriation

Attachments:
Ordinance 25-25 Annual Appropriation

ORDINANCE NO. 25-25

AN ORDINANCE APPROPRIATING THE AMOUNTS SET UP IN EACH FUND IN THE BUDGET FOR THE CALENDAR YEAR 2026, PROVIDING FOR THE PAYMENT OF ALL CLAIMS AND CHARGES AGAINST THE ACCOUNTS PROVIDED FOR THEREIN.

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

SECTION 1. There is hereby appropriated the accounts set up in each fund in the budget for the fiscal year 2026 for the payment of all claims and charges against each fund. Payments of all claims and charges against each fund shall be made by combination checks and warrants, drawn by the Finance Director and counter-signed by the City Manager and City Clerk, as provided by law; provided, however, that such officers shall at all times comply with the provisions of the Budget Law and Cash Basis Law of the State of Kansas.

SECTION 2. That the payment of all claims and charges against the respective accounts and funds provided in the budget for the year 2026 are hereby authorized, ratified, and approved.

SECTION 3. This Ordinance shall take effect from and after its passage and publication once in the official City newspaper.

PASSED AND APPROVED by the Governing Body of the City of Emporia, Kansas, this 17th day of September 2025.

____

Erren Harter, Mayor

ATTEST:

____

Kerry Sull, City Clerk

Title:	Financials and Permits
Agenda Date:	September 17, 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 August 2025 for the community:

Monthly Local Retail Sales Tax Receipts Update

	2024	2025	
	$ 552,715.55	$ 514,970.67	**Decrease of $37,744.88** for the month, and Overall increase of 2.36% from year 2024.
YTD	**$ 4,268,537.89**	**$4,371,536.36**	

City Share from County Tax

	2024	2025	
	$ 292,776.21	$ 265,084.28	**Decrease of $27,691.93** for the month, and Overall increase of 3.92% from year 2024.
YTD	**$ 2,189,169.38**	**$ 2,278,478.26**	

Building Permits issued from 8/1/2025 to 8/31/2025 for new construction, remodeling/repairs and demolition.

Total number of building permits issued through Code Services:	64
Total valuations associated with those building permits:	$11,413,501.09
Total number of dollars collected for Building Permit Fees:	$ 35,059.50
Construct – Single-family dwellings	0
Demo – Single-family dwellings	1

Flint Hills Mall CID for July 2025	$ 17,007.17
YTD	**$ 140,819.12**
Pavilions CID for July 2025	$ 13,802.87
CID #2	**$** 13,802.89
YTD	**$ 254,326.22**
Fairview Hotel CID for July 2025	**$** 8,294.00
YTD	**$ 57,756.65**
West Plaza CID for July 2025	**$ 1**2,168.14
YTD	**$ 68,726.19**

DATE: September 10, 2025
TO: City Commissioners
FROM: Janet Harrouff
SUBJECT: Budget Comparison

The **General Fund** Income Statement for the eight-month period ending August 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 $192,307 higher than 2024 and 67% of the YTD budget.

Franchise tax is $68,600 higher than 2024 and 70% of the YTD budget.

Administration fees are $182,000 higher than 2024 and 73% of the YTD budget.

Expense

Personnel Services is 8% more than 2024 and 69% of the YTD budget.
Maintenance and Repairs are down 31% from 2024.
Commodities are up 17.5% from 2024.

Total revenues for the eight-month period ending August 31, 2025, were $21,394,783 and expenses were $19,547,262. The unencumbered cash balance is $8,499,166.

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

Revenue
Sale of Water is 11% higher than 2024 or $686,000 more. 67% of the budget has been received.

Expense

Maintenance & Repair is 42% lower than 2024 or $318,000 less.

Total revenues for the eight-month period ending August 31, 2025, were $7,184,153 while expenses were $8,811,118. The ending cash balance is negative $1,616,965.

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

Revenue:
Sewer Charges are 13% higher than in 2024 which is $559,000 more in revenue.

Expenses

Maintenance and repair and commodities are down from 2024 in the amount of $35,000.

Total revenues for the eight-month period ending August 31, 2025, were $5,036,644 and expenses were $6,164,529. The cash balance is negative $486,904.

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

Revenue
Fees for polycarts and dumpsters are 9% higher than in 2024. Roll off containers are up 3% and landfill fess are up 84% for a revenue increase of $547,000 over 2024.

Expenses

Personnel services and utilities are 14% higher than in 2024. Maintenance and repair is 29% higher than in 2024. Overall expenses are up $957,000 from 2024.

Total revenues for the eight-month period ending August 31, 2025, were $4,328,917 and expenses were $5,325,610. The fund experienced a loss of $996,693 in the first eight months of the year. The cash balance has decreased $1,388,000 since July 2024.

City of Emporia, Kansas

GENERAL FUND

as of August 31, 2025

GENERAL FUND

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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	6,457,707	6,650,015	2.98%
Franchise Tax	2,819,267	2,776,900	1,874,190	1,942,815	3.66%
Other Taxes	747,810	696,594	292,345	233,574	-20.10%
Intergovernmental Taxes	424,887	399,838	344,142	309,258	-10.14%
Licenses & Permits	294,976	264,350	210,999	166,727	-20.98%
Charges for Services	2,411,599	2,420,816	1,853,124	1,882,804	1.60%
Fines & Fees	525,589	495,400	332,084	450,154	35.55%
Use of Property and Money	914,263	185,596	94,120	130,604	38.76%
Interest Receivable		550,000	571,720	251,474	-56.01%
Reimbursements	226,524	5,100	14,503	7,117	-50.93%
Administrative Transfers	2,731,921	2,953,560	1,994,658	2,177,099	9.15%
Misc Revenue		41,500	53,629	19,209	-64.18%
Contrubitions			27,330	25,700	-5.96%
Operating Revenues	240	0	0	0	0.00%
Nonoperating Revenues	225,753	100,000	49,629	247,936	399.57%
TOTAL RECEIPTS	27,513,743	27,992,100	20,309,621	21,394,783	5.34%
EXPENDITURES					
Personnel Services	17,949,291	18,052,533	11,511,590	12,432,879	8.00%
Vacancy Rate		0	0		0.00%
Maintenance & Repair	968,713	1,153,800	656,783	452,051	-31.17%
Commodities	1,631,449	2,134,335	1,152,403	1,354,213	17.51%
Other Charges	354,999	910,645	270,684	399,300	47.52%
Capital Outlay	225,163	201,500	91,255	10,874	-88.08%
Transfer to Economic Development	925,000	925,000	616,667	616,667	0.00%
Transfer to Multi Year Fund	3,358,119	3,416,507	2,189,169	2,278,478	4.08%
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	373,176	378,891	1.53%
Communications	107,898	145,250	69,989	68,014	-2.82%
Training and Travel	182,158	239,200	117,393	143,197	21.98%
Jail Expenses	62,200	87,500	39,850	39,000	-2.13%
Other Contractual	888,344	1,205,316	573,806	629,868	9.77%
Outstanding PO's		0	0	37,272	
TOTAL EXPENDITURES	27,201,608	29,678,836	17,702,765	19,547,262	10.42%
Revenue less expenses	312,135	(1,686,736)	2,606,855	1,847,521	
Cash Basis Adjustments/Non-appropri	(20,748)	0	0	(89,925)	
Ending Cash Balance	**6,741,570**	**3,802,337**	**9,057,038**	**8,499,166**	
Base for Reserve calculation	22,695,100	24,563,629	14,765,674	15,934,685	
15% Reserve	3,404,265	3,684,544	2,214,851	2,390,203	
Amount over 15% Reserve	3,337,305	117,793	6,842,187	6,108,963	

GENERAL FUND
as of August 31, 2025

	2025 Budget	2024 Jan -Aug Actual	2025 Jan -Aug Actual	Change between 24 & 25
EXPENDITURES				
Administration	-	213,645.29	213,842.55	197.26
Commission/Manager/Clerk	5,310,627.00	1,090,679.76	929,215.12	(161,464.64)
Accounting/HR	546,811.00	293,084.56	327,747.82	34,663.26
IT	549,437.00	269,531.50	296,644.90	27,113.40
Communication	20,100.00	-	29,332.00	29,332.00
Police	5,982,680.00	3,584,158.56	4,258,277.80	674,119.24
Animal Control	286,834.00	164,135.48	192,797.67	28,662.19
Fire	3,589,287.00	2,104,469.08	2,401,138.99	296,669.91
EMS	4,176,286.00	2,218,114.17	2,389,492.67	171,378.50
Municipal Court	659,309.00	399,591.32	442,417.89	42,826.57
Engineering	755,403.00	384,252.00	559,995.32	175,743.32
Street - Snow Removal	75,000.00	21,386.57	70,381.57	48,995.00
Golf Course Maintenance	584,155.00	390,663.74	413,006.21	22,342.47
Golf Course Shop	528,024.00	359,246.85	427,447.10	68,200.25
Park	1,356,066.00	809,629.50	851,425.80	41,796.30
Disc Golf	226,735.00	108,186.68	13,703.38	(94,483.30)
Aquatic Center	243,300.00	87,769.31	93,111.92	5,342.61
Zoo	938,587.00	525,211.20	501,159.13	(24,052.07)
Civic Auditorium	908,451.00	503,237.70	575,341.60	72,103.90
Civic/Library	86,417.00	94,395.28	107,772.58	13,377.30
Civic/Grounds Maintenance	139,727.00	45,164.56	53,996.11	8,831.55
Civic/ Concessions	90,952.00	56,521.37	58,945.99	2,424.62
Building & Neighborhood Development	998,619.00	592,091.37	646,744.10	54,652.73
Shop	92,616.00	(15,198.85)	(23,660.78)	(8,461.93)
Street Lighting	349,020.00	210,247.38	211,645.07	1,397.69
Appropriations	91,500.00	69,253.04	75,923.12	6,670.08
Airport	897,333.00	524,743.94	483,584.26	(41,159.68)
Parking Facility	11,600.00	6,165.92	13,612.87	7,446.95
Sales Tax Transfer	4,341,507.00	2,805,836.02	2,895,144.90	89,308.88
TOTAL EXPENDITURES	33,836,383.00	17,916,213.30	19,510,187.66	1,593,974.36

City of Emporia, Kansas

Multi Year Fund

as of August 31, 2025

	Preceding Year 2024 (Actual)	2025 Original Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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	2,189,169.38	2,278,478.26	4.08%
Reimburance from state	473,211.16				
Interest	191,881.54	130,000.00	137,758.44	81,704.59	-40.69%
Total Revenue	4,023,212.09	3,546,507.00	2,326,927.82	2,360,182.85	1.43%
EXPENSES					
Unspent expenses				3,336.36	
Maintenance & Repair		250,000.00	66,333.80	40,792.94	-38.50%
Other Charges			-	-	
Capital	2,492,228.31	3,427,800.00	234,875.03	371,528.01	58.18%
Transfer Out	200,000.00	-	200,000.00	400,000.00	100.00%
Communications			573.10	-	-100.00%
Contractual Services	1,603,253.88	2,295,130.00	1,383,018.00	652,903.04	-52.79%
Outstanding PO's				573,407.52	
Total Expenses	4,295,482.19	5,972,930.00	1,884,799.93	2,041,967.87	(0.33)
Ending Cash Balance	**2,723,727.31**	**633,587.61**	**3,438,125.30**	**3,041,942.29**	

City of Emporia, Kansas

Insurance Reserve

as of August 31, 2025

	Preceding Year 2024 (Actual)	2025 Original Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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	$24,592	$15,477	-37.06%
TOTAL RECEIPTS	$36,355	$0	$24,592	$15,477	-37.06%
EXPENDITURES					
Maintenance & Repair	$0	$0			
Misc Projects	$0	$0			
TOTAL EXPENDITURES	$0	$0	$0	$0	
Ending Cash Balance	**$699,713**	**$0**	**$687,950**	**$715,190**	

City of Emporia, Kansas

Vacant Property Program

as of August 31, 2025

	Preceding Year 2024 (Actual)	2025 Original Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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	$1,836	$0	-100.00%
TOTAL RECEIPTS	$2,358	$0	$1,836	$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**	**($52,239)**	**$1,495**	

City of Emporia, Kansas

Library Fund

as of August 31, 2025

	Preceding Year 2024 (Actual)	2025 Original Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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	$1,201,813	$1,201,743	$1,099,842	$1,142,498	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	$1,201,735	$1,248,955	$1,099,842	$1,142,578	
Ending Cash Balance	**$78**	**($47,212)**	**$0**	**($1)**	

City of Emporia, Kansas

Transient Guest Tax

as of August 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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	$20,649	$16,009	-22.47%
Fence rental	$2,369	$0	$0	$0	
Miscellaneous	$14,432			$14,006	
Accounts Receviable - fence rental	$8,540			$0	
TOTAL RECEIPTS	$982,178	$960,000	$690,346	$713,620	3.37%
EXPENDITURES					
CVB Appropriation	$462,000	$480,000	$371,301	$360,000	-3.04%
Trusler Sports Complex		$0			
City cost associated with events	$40,000	$40,000			
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		
Disc Golf Course Maintenance & Employe	$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			
Unbound Bike Event	$15,000	$20,000	$0	$20,000	
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			
National Teachers Hall of Fame		$10,000	$0	$10,000	
Free for Kansas - Music event	$20,000	$20,000		$20,000	
Dynamic Discs - Jones course improvemen	$17,900		$17,900	$58,127	224.73%
Hispanics of Today and Tommorrow	$0	$20,000	$0	$20,000	
Marketing money (Mainstreet & Visit Emporia)		$120,000			
Miscellaneous	$2,656	$0	$67,807	$0	-100.00%
Special Projects		$0	$0		
Outstanding PO's	$0			$0	
TOTAL EXPENDITURES	$1,310,056	$1,140,000	$874,409	$773,127	-11.58%
Ending Cash Balance	**$671,185**	**$408,887**	**$815,000**	**$611,678**	

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 August 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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	898	595	-33.78%
TOTAL RECEIPTS	2,530	1,800	1,994	1,723	-13.59%
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)**	**25,441**	**27,700**	

City of Emporia, Kansas

Economic Sales Tax

as of August 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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	$616,667	$616,667	0.00%
Interest Income	$31,551	$20,000	$24,471	$19,360	-20.88%
Money for Land Purchases	$195,906	$0		$0	
RDA returned money				$79,182	0.00%
Total Revenue	$1,152,457	$945,000	$641,137	$715,209	11.55%
Expense:					
Appropriation to the RDA	$358,184	$386,192	$191,251	$289,644	51.45%
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		-$156,157	$24,288	-115.55%
Miscellaneous	-$7,596			$53	
Special Projects	$13	$967,535	$0		
Total Expenses	$1,426,390	$1,834,727	$1,051,057	$794,948	-24.37%
Ending Cash Balance	**$1,045,887**	**$100,001**	**$909,900**	**$966,148**	

City of Emporia, Kansas

Special Alcohol Fund

as of August 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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	4,220	2,443	-42.12%
TOTAL RECEIPTS	114,410	107,660	57,514	**53,342**	-7.25%
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**	**118,247**	**109,085**	

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

Receipts	2021	2022	2023	2024	2025
1ST QUARTER - MARCH	$17,214.78	$23,976.09	$25,545.76	$26,804.33	$26,397.00
2ND QUARTER - JUNE	$18,634.04	$22,129.19	$26,129.12	$26,489.58	$24,503.00
3RD QUARTER - SEPTEM	$25,844.73	$28,544.72	$31,037.27	$29,035.42	$0.00
4TH QUARTER - DECEME	$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	$50,900.00

City of Emporia, Kansas

Special Park Fund

as of August 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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	$5,359	$3,606	-32.72%
TOTAL RECEIPTS	$116,842	$108,660	$58,653	$54,506	-7.07%
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					
Commodities	$0	$0		$0	
Contractual Services	$0	$0	$0	$0	
Other Charges					
Transfer to Project Account	$0			$0	
Special Projects	$0	$61,478	$0		
TOTAL EXPENDITURES	$108,423	$211,728	$15,000	$25,894	72.62%
Ending Cash Balance	**$124,327**	**$0**	**$159,561**	**$152,939**	

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	$24,503.00
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	$50,900.00

Capital Items	Budget Amount	Purchase Price	
Golf Course	$43,000.00		Tees & Banks Reel Mower (2003
Golf Course	52,500.00		Tees & Banks Reel Mower (2004)
	95,500.00		

City of Emporia, Kansas

Special Street Fund

as of August 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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	520,937	-1.07%
Damages	20,438	5,000	13,178	18,476	40.20%
Interest on Investment	15,927	10,000	10,653	5,641	-47.04%
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	650,528	645,055	-0.84%
EXPENDITURES					
Personnel Services	632,443	634,288	422,185	410,325	-2.81%
Vacancy		(12,147)			
Maintenance & Repair	87,417	131,870	62,619	60,547	-3.31%
Commodities	108,214	154,350	69,064	76,429	10.66%
Other Charges	20,827	(41,712)	15,585	45,626	192.76%
Capital Outlay	0	0		0	
Transfer of Funds	0	25,000	0	33,109	
Utilities	9,225	5,750	8,279	3,239	-60.88%
Communications	2,420	2,700	1,370	1,957	42.86%
Training & Travel	6,216	8,000	4,869	11,878	143.95%
Contractual Services	24,585	41,100	15,485	9,142	-40.96%
Special Projects	0	24,394	0	0	
Outstanding PO's				10,734	
Audit Adjustments	(28,021)			(7,315)	
TOTAL EXPENDITURES	863,327	973,593	599,455	655,672	9.38%
Net Change in Cash	9,427	(113,210)	51,073	(10,618)	
Ending Cash Balance	**188,562**	**1**	**230,208**	**177,944**	

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**

City of Emporia, Kansas

Drug Forfeiture Fund

as of August 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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	$25,123	$4,850	-80.70%
Interest on Investment	$2,710	$2,000	$1,687	$1,531	-9.24%
Miscellaneous					
TOTAL RECEIPTS	$43,103	$7,000	$26,810	$6,381	-76.20%
EXPENDITURES					
Commodities	$11,268	$5,000	$11,268	$1,218	-89.19%
Capital Outlay		$0		$0	
Communications	$330	$0	$330	$0	-100.00%
Other Charges	$1,649		$0	$0	
Transfer of funds					
Other Contractual	$0	$0		$2,997	
Travel & Training					
Maintenance & Repair	$0	$0	$0	$0	
Outstanding PO's				$6,960	
Special Projects		$42,045	$0		
TOTAL EXPENDITURES	$13,247	$47,045	$11,598	$11,175	-3.65%
Ending Cash Balance	**$65,741**	**$0**	**$55,256**	**$60,947**	

City of Emporia, Kansas

Storm Water

as of August 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -Aug Actual	2025 Jan -Aug Actual	Change between 24 & 25
Beginning Cash Balance	$243,446	$0	$243,446	$139,005	
REVENUE					
Transfer from Multi Year	$100,000	$0	$10,876	$5,008	-53.96%
Interest on Investment	$13,609	$0	$100,000	$150,000	50.00%
Miscellaneous					
TOTAL RECEIPTS	$113,609	$0	$110,876	$155,008	39.80%
EXPENDITURES					
Commodities	$0	$0	$0	$0	
Capital Outlay	$7,184	$0	$2,359	$0	-100.00%
Communications	$702	$0	$702	$0	-100.00%
Other Charges	$0			$0	
Transfer of funds	$0			$0	
Other Contractual	$72,258	$0	$57,535	$0	-100.00%
Travel & Training					
Maintenance & Repair	$137,906	$0	$137,743	$15,048	-89.08%
Special Projects		$0	$0		
TOTAL EXPENDITURES	$218,050	$0	$198,338	$15,048	-92.41%
Ending Cash Balance	**$139,005**	**$0**	**$155,984**	**$278,964**	

City of Emporia, Kansas

Land Bank

as of August 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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	$4,715	$2,882	-38.87%
Sale of Property	$0			$0	
TOTAL RECEIPTS	$6,967	$0	$4,715	$2,882	-38.87%
EXPENDITURES					
Commodities	$0	$0	$0	$0	
Capital Outlay		$0	$0	$158	
Communications	$0	$0	$0	$40	
Other Charges	$418	$0	$362	$6,357	1655.74%
Purchase of Property	$0	$0	$0		
Communications	$0	$0	$0	$0	
Other Contractual Services		$0	$0	$0	
Maintenance & Repair	$0	$0	$0	$0	
Outstanding PO's	$0			$0	
Special Projects		$0	$0		
TOTAL EXPENDITURES	$418	$0	$362	$6,555	
Ending Cash Balance	**$133,963**	**$0**	**$131,766**	**$130,290**	

City of Emporia, Kansas

Bond & Interest Fund

as of August 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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	$136,649	$124,710	91.26%
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		$75	
Transfer of Funds from Project Accounts	$0	$0	$0	$0	
TOTAL RECEIPTS	$2,703,094	$2,456,473	$2,387,396	$14,525,597	608.43%
EXPENDITURES					
Bond Payment	$1,102,850	$1,124,100	$1,102,850	$1,050,100	95.22%
Transfer of funds	$0			$12,210,000	
Misc projects		$5,098,219	$0		
TOTAL EXPENDITURES	$1,102,850	$6,222,319	$1,102,850	$13,260,100	
Ending Cash Balance	**$3,958,724**	**$0**	**$3,643,026**	**$5,224,221**	

City of Emporia, Kansas

Equipment Reserve Fund

as of August 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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		$20,319	$9,403	-53.72%
Sale of Vehicles	$203,380		$101,915	$0	-100.00%
TOTAL RECEIPTS	$234,885	$0	$122,234	$749,070	512.81%
EXPENDITURES					
Leasing Payment	$133,261		$334,034	$570,574	70.81%
Capital Outlay	$431,539		$0	$0	
Special Projects					
TOTAL EXPENDITURES	$564,800	$0	$334,034	$570,574	
Ending Cash Balance	**$249,176**	**$0**	**$367,291**	**$427,672**	

City of Emporia, Kansas

Water Fund

as of August 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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	5,974,208	6,660,124	11.48%
Service Charge	83,539	100,000	55,851	59,343	6.25%
Penalties	102,425	92,000	63,722	75,206	18.02%
Sale of Salvage	0	0	0		
Reimbursed Expense	57,451	20,000	41,310	0	-100.00%
Interest on Investment	42,986	40,000	44,020	22,763	-48.29%
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	11,391	16,717	46.76%
TOTAL RECEIPTS	15,163,079	10,477,600	7,494,766	7,184,153	-4.14%
EXPENDITURES					
Personnel Services	1,387,665	1,502,807	900,194	946,377	5.13%
Vacancy		(28,910)	0		
Maintenance & Repair	1,381,379	1,110,400	756,010	437,338	-42.15%
Commodities	2,047,987	1,769,350	1,297,473	1,594,187	22.87%
Other Charges	644,539	340,260	226,446	204,057	-9.89%
Industrial Discount		320,000	211,111	202,719	-3.97%
Capital Outlay	373,685	415,000	868	111,655	
Debt Payment	1,825,075	1,635,939	1,924,917	1,948,760	1.24%
Stock	120,609	5,000	2,116	0	-100.00%
Transfer to Project Account	5,240,370	0	2,618,728	0	-100.00%
Utilities	630,971	712,100	422,492	361,127	-14.52%
Communications	24,833	44,700	15,845	17,935	13.18%
Travel & Training	19,330	22,500	14,188	19,229	35.53%
Contractual Services	1,222,028	1,329,450	983,796	1,026,279	4.32%
Administrative Fee 16%	1,105,842	1,405,680	975,010	1,065,620	9.29%
Excess Carryover		0	0		
Change in Liabilities	(40,644)	0	329,029	610,066	
Outstanding PO's			0	265,771	
TOTAL EXPENDITURES	15,983,671	10,584,276	10,678,223	8,811,118	-17.49%
NET CHANGE IN CASH	(820,592)	(106,676)	(3,183,457)	(1,626,965)	-48.89%
ENDING CASH BALANCE	**10,000**	**251,169**	**(2,352,865)**	**(1,616,965)**	
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	8,058,627	8,699,463	
20% reserve amount	2,073,923	2,033,855	1,611,725	1,739,893	
Amount over 20% reserve	(2,063,923)	(1,782,686)	(3,964,590)	(3,356,857)	

City of Emporia, Kansas

Wastewater Fund

as of August 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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	4,280,790	4,840,029	13.06%
Extra Strength Surcharge	163,428	155,000	126,959	156,570	23.32%
Interest on Investment	45,923	30,000	44,011	32,940	-25.15%
New System taps	2,000	5,000	1,600	2,800	75.00%
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	16,582	4,305	-74.04%
TOTAL RECEIPTS	6,954,788	7,231,000	4,469,942	5,036,644	12.68%
EXPENDITURES					
Personnel Services	1,425,385	1,310,671	910,888	949,070	4.19%
Vacancy	0	(23,100)	0	0	
Maintenance & Repair	420,819	489,100	275,938	311,304	12.82%
Commodities	534,367	374,750	429,436	323,075	-24.77%
Other Charges	165,841	187,785	128,819	138,158	7.25%
Capital Outlay	117,523	405,000	103,707	558	-99.46%
Debt Payment	2,983,764	2,800,484	3,072,805	3,020,233	-1.71%
Transfer to Project fund	135,920	79,100	135,920	0	-100.00%
Utilities	749,512	599,500	475,034	549,800	15.74%
Communications	22,855	29,600	13,818	15,039	8.83%
Travel & Training	9,652	11,500	5,513	14,150	156.68%
Contractual Services	344,176	239,550	205,675	269,162	30.87%
Administrative Fee flat	610,000	610,000	406,667	406,667	0.00%
Excess Carryover		0	0		
Change in Liabilities	(176,476)	0	(315,645)	2,713	
Outstanding PO's				164,602	
TOTAL EXPENDITURES	7,343,338	7,113,940	5,848,574	6,164,529	5.40%
NET CHANGE IN CASH	(388,551)	117,060	(1,378,632)	(1,127,885)	
ENDING CASH BALANCE	**640,981**	**843,767**	**(349,100)**	**(486,904)**	
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	5,608,947	6,163,971	
20% Cash Reserve amount	1,417,979	1,341,788	1,121,789	1,232,794	
Amount over 20% Cash Reserve	(776,998)	(498,021)	(1,470,889)	(1,719,698)	

City of Emporia, Kansas

Solid Waste Fund

as of August 31, 2025

	Preceding Year 2024 (Actual)	2025 Budget	2024 Jan -Aug Actual	2025 Jan -Aug 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	2,013,496	2,197,268	9.13%
Loss on Sale of Assets	0	0	0	0	
Interest on Investments	156,375	120,000	127,352	58,882	-53.76%
Trf from Health Ins - Premiums		0	0		
Resale of Recyclables	144,698	90,000	97,351	71,433	-26.62%
Box Container Fees	1,869,277	2,013,000	1,250,553	1,292,321	3.34%
Landfill Fees	578,017	597,500	385,271	707,579	83.66%
Transfers	0	0	0	0	
Miscellaneous	15,845	5,500	25,193	1,434	-94.31%
TOTAL RECEIPTS	5,811,636	6,126,000	3,899,217	4,328,917	11.02%
EXPENDITURES					
Personnel Services	2,496,197	2,636,900	1,573,262	1,792,400	13.93%
Vacancy		(51,039)			
Maintenance & Repair	257,114	390,500	155,459	200,683	29.09%
Commodities	399,765	447,100	245,443	322,486	31.39%
Other Charges	395,271	248,730	157,556	468,930	197.63%
Industrial Discount		130,000	91,615	92,341	0.79%
Capital Outlay	320,359	1,150,000	0	0	
Transfer to Equipment Reserve	0	0	0	0	
Utilities	52,096	74,000	33,062	35,455	7.24%
Communications	38,036	54,300	22,531	22,822	1.29%
Transfer to project		0			
Travel & Training	6,051	11,600	4,470	4,436	-0.75%
Contractual Services	1,759,615	1,879,000	1,184,824	1,249,711	5.48%
Administrative Fee 16%	975,905	924,880	583,910	671,001	14.92%
Excess Carryover	0	577,705	0	0	
Change in Liabilities	(28,569)	0	18,516	11,666	
Outstanding PO's			297,674	453,680	
TOTAL EXPENDITURES	6,671,840	8,473,676	4,368,323	5,325,610	21.91%
NET CHANGE IN CASH	(860,204)	(2,347,676)	(469,106)	(996,693)	
ENDING CASH BALANCE	**2,528,037**	**(1)**	**2,919,135**	**1,531,344**	
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	4,368,323	5,325,610	
20% cash reserve amount	1,270,296	1,464,735	873,665	1,065,122	
Amount over 20% Cash Reserv	1,257,740	(1,464,736)	2,045,470	466,222	

CITY OF EMPORIA
ACTUAL COMPARED TO BUDGET
as of August 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
						17,463,785	17,793,080	
GENERAL FUND ADMINISTRATION	4,000,000.00	213,645.29	3,786,355	5%	13.65%	2,383,264	2,428,202	2,214,557
COMMISSION/MANAGER/CLERK	1,310,571.00	929,215.12	381,356	71%	4.47%	780,859	795,583	(133,632)
FINANCE/HUMAN RESOURCES	546,811.00	327,747.82	219,063	60%	1.87%	325,799	331,942	4,194
INFORMATION SYSTEMS	549,437.00	296,644.90	252,792	54%	1.87%	327,363	333,536	36,891
COMMUNICATION	20,100.00	29,332.00	(9,232)	146%	0.07%	11,976	12,202	(17,130)
POLICE PROTECTION	5,982,680.00	4,258,277.80	1,724,402	71%	20.41%	3,564,576	3,631,789	(626,488)
ANIMAL CONTROL	286,834.00	192,797.67	94,036	67%	0.98%	170,900	174,123	(18,675)
FIRE PROTECTION	3,589,287.00	2,401,138.99	1,188,148	67%	12.25%	2,138,554	2,178,879	(222,260)
AMBULANCE SERVICE	4,176,286.00	2,389,492.67	1,786,793	57%	14.25%	2,488,298	2,535,217	145,724
COURT SERVICES	659,309.00	442,417.89	216,891	67%	2.25%	392,827	400,234	(42,184)
ENGINEERING	755,403.00	559,995.32	195,408	74%	2.58%	450,081	458,568	(101,427)
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%	44,686	45,529	45,529
GOLF COURSE MAINTENANCE	584,155.00	413,006.21	171,149	71%	1.99%	348,049	354,612	284,230
GOLF SHOP	528,024.00	427,447.10	100,577	81%	1.80%	314,605	320,537	(92,469)
PARK	1,356,066.00	851,425.80	504,640	63%	4.63%	807,966	823,201	395,754
DISC GOLF	226,735.00	13,703.38	213,032	6%	0.77%	135,092	137,640	(713,786)
AQUATIC CENTER	243,300.00	93,111.92	150,188	38%	0.83%	144,962	147,695	(703,730)
ZOO	938,587.00	501,159.13	437,428	53%	3.20%	559,225	569,770	556,066
CIVIC BUILDING OPERATIONS	908,451.00	575,341.60	333,109	63%	3.10%	541,270	551,476	458,364
LIBRARY MAINTENANCE	86,417.00	107,772.58	(21,356)	125%	0.29%	51,489	52,459	(448,700)
GROUNDS MAINTENANCE	139,727.00	53,996.11	85,731	39%	0.48%	0	84,821	(490,520)
CONCESSION STAND	90,952.00	58,945.99	32,006	65%	0.31%	54,191	55,212	(52,560)
CODE SERVICES	998,619.00	646,744.10	351,875	65%	3.41%	594,993	606,212	(40,532)
SHOP MAINTENANCE	92,616.00	-23,660.78	116,277	-26%	0.32%	55,182	56,223	2,226
STREET LIGHTING	349,020.00	211,645.07	137,375	61%	1.19%	207,952	211,873	152,927
MISC APPROPRATIONS	91,500.00	75,923.12	15,577	83%	0.31%	54,517	55,545	79,206
AIRPORT	897,333.00	483,584.26	413,749	54%	3.06%	534,645	544,727	468,803
PARKING FACILITY	11,600.00	13,612.87	(2,013)	117%	0.04%	6,911	7,042	(476,542)
TRANSERS	4,341,507.00	2,895,144.90	1,446,362	67%	14.81%	2,586,739	2,635,514	2,621,902
CONTINGENCY	-356,397.00	0	(356,397)	0%	-1.22%	(212,347)	(216,351)	(3,111,496)
EXCESS CARRYOVER	0		0	0%				
GENERAL FUND	33,479,930	19,509,990	13,969,940	19	1	19,864,624	20,324,011	
	29,310,704							

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

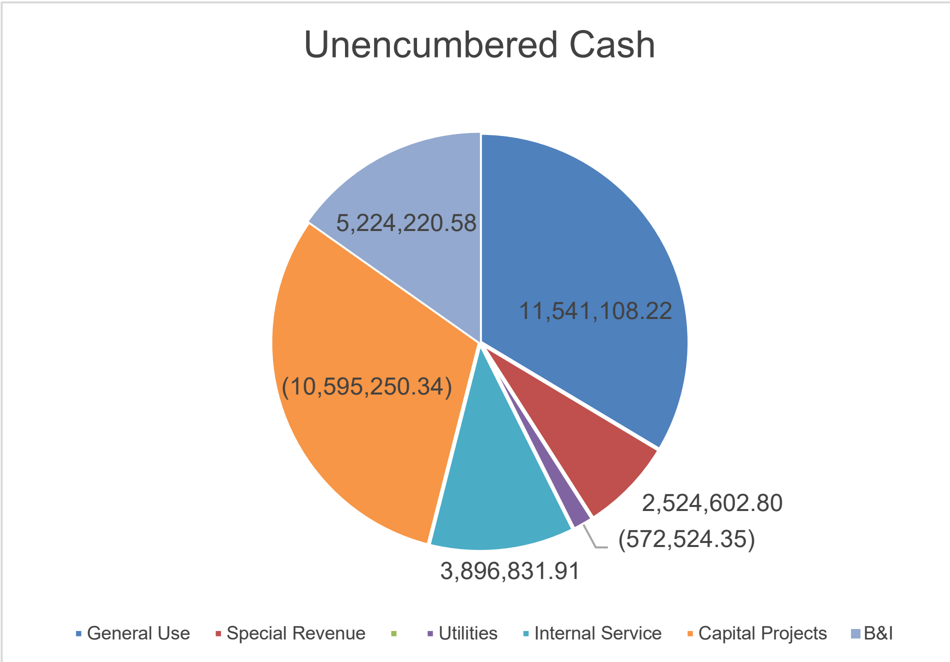
	2025 AMENDED BUDGET	2025 ACTUAL WITH ENCUMBRANCES	DIFFERENCE B/W ACTUAL & BUDGET	PERCENTAGE RECEIVED/ USED
DEBT	3,247,190	1,210,527	2,036,663	37%
ADMINISTRATION	195,939	578,759.75	(382,821)	295%
WATER SERVICE	641,196	422,442.07	218,754	66%
WATER MAINTENANCE	2,179,180	771,347.09	1,407,833	35%
WATER PLANT	6,116,943	4,007,498.15	2,109,445	66%
WATER STOCK	5,000	0.00	5,000	0%
	12,385,448	6,990,574	5,394,874	5

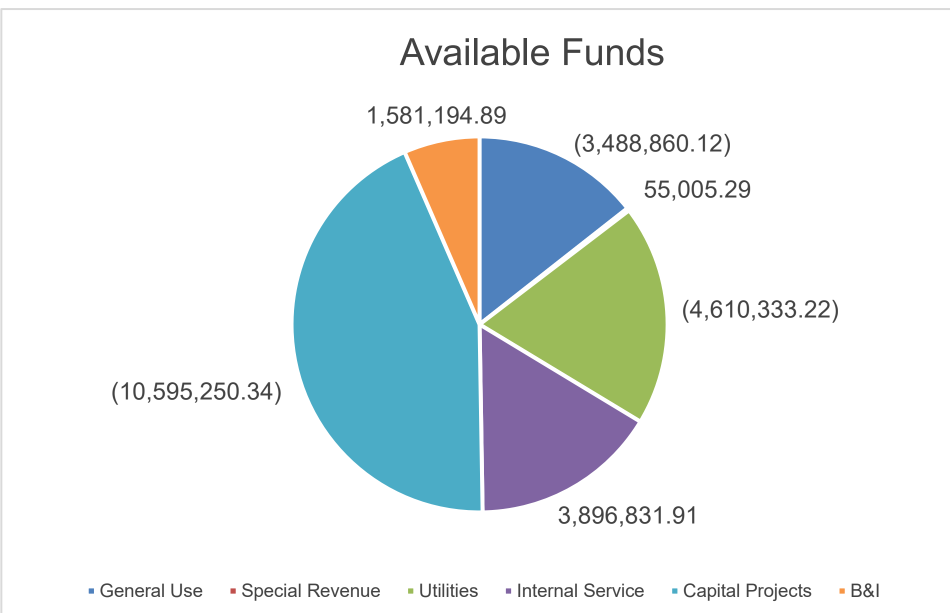
CITY OF EMPORIA
ACTUAL COMPARED TO BUDGET
as of August 31, 2025
EXPENSES FOR WASTEWATER FUND DEPARTMENTS

	2025 AMENDED BUDGET	2025 W ENCUMBRANCES	DIFFERENCE B/W ACTUAL & BUDGET	PERCENTAGE RECEIVED/ USED
DEBT	3,096,175	808,954	2,287,221	26%
ADMINISTRATION	822,715	583,516	239,199	71%
WASTEWATER SERVICE	212,398	149,463	62,935	70%
SEWER MAINTENANCE	2,122,741	943,366	1,179,375	44%
SEWER PLANT	3,828,885	1,639,145	2,189,740	43%
	10,082,914	4,124,444	5,958,470	41%

CITY OF EMPORIA
ACTUAL COMPARED TO BUDGET
as of August 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	921,261	399,598	53%
COLLECTIONS	3,782,145	1,998,682	797,978	53%
TRANSFER STATION	2,643,661	1,469,812	535,461	56%
RECYCLING CENTER	754,712	535,635	221,275	71%
	8,918,676	4,925,390	1,954,312	2


Unencumbered Cash
5,224,220.58
11,541,108.22
(10,595,250.34)
2,524,602.80
(572,524.35)
3,896,831.91
General Use
Special Revenue
Utilities
Internal Service
Capital Projects
B&I


Available Funds
1,581,194.89
(3,488,860.12)
55,005.29
(4,610,333.22)
(10,595,250.34)
3,896,831.91
General Use
Special Revenue
Utilities
Internal Service
Capital Projects
B&I

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

	Amount	YTD Budget	Difference
101 General Fund	8,499,165.93	9,057,038.34	(557,872.41)
102 Multi Year Fund	3,041,942.29	5,972,930.00	(2,930,987.71)
103 Insurance Reserve	715,190.16	687,950.19	27,239.97
104 Vacant Property Program	1,494.50	-	1,494.50
201 Library Fund	(1.35)	-	(1.35)
203 Transient Guest Tax Fund	611,678.48	814,999.85	(203,321.37)
204 Industrial Fund	27,700.33	25,441.42	2,258.91
205 Economic Sales Tax Fund	966,147.66	909,900.30	56,247.36
206 Special Alcohol Fund	109,085.40	118,246.95	(9,161.55)
207 Special Park & Recreation Fund	152,938.72	159,560.90	(6,622.18)
208 Special Street Fund	177,944.22	230,207.80	(52,263.58)
209 Drug Money Forfeitures Fund	60,946.69	55,256.27	5,690.42
210 Storm Water Fund	278,964.18	155,984.02	122,980.16
218 Emergency Shelter Grant Fund	668.00		668.00
224 Fire Public Education	7,915.08		7,915.08
225 Police Grants Fund	(5,857.94)		(5,857.94)
251 Emporia Homeowner Repair	(20,161.58)		(20,161.58)
252 2014 Housing Rehab	16,920.58		16,920.58
254 2020 CDBG Rehab Grant	1,173.19		1,173.19
260 Land Bank	130,289.32		130,289.32
301 Bond and Interest Fund	5,224,220.58	3,643,025.69	1,581,194.89
305 Equipment Reserve Fund	427,671.74	367,291.29	60,380.45
401 Coronavirus Recovery Grant	-		-
406 Internal Improvement Fund	2,577,940.73		2,577,940.73
407 Rec Center Projects	(29,625.34)		(29,625.34)
409 Water Treatment Plant Improvement	391,676.46		391,676.46
413 Water Main Improvements	(16,591,224.93)		(16,591,224.93)
415 Civic Auditorium Project Fund	169,602.71		169,602.71
423 Airport Improvements Fund	225,215.37		225,215.37
428 Park Improvements Fund	61,202.85		61,202.85
441 Paving Projects Fund	(2,190,256.71)		(2,190,256.71)
442 Construction Projects Fund	703,940.03		703,940.03
444 Waste water Improvement	4,086,278.49		4,086,278.49
501 Water Utility Fund	(1,616,964.55)	(2,352,864.78)	(3,356,857.17)
502 Sewer Fund	(486,903.63)	(349,100.00)	(1,719,697.89)
503 Solid Waste Fund	1,531,343.83	2,919,135.05	466,221.84
601 Worker's Comp Fund	2,335,786.99		2,335,786.99
602 Health Care Fund	1,561,044.92		1,561,044.92
708 Fire Insurance Proceeds	8,251.82		8,251.82
	13,163,345.22		

Unencumbered Cash		
General Use	11,541,108.22	96.02%
Special Revenue	2,524,602.80	21.01%
Utilities	(572,524.35)	-4.76%
Internal Service	3,896,831.91	32.42%
Capital Projects	(10,595,250.34)	-88.15%
B&I	5,224,220.58	43.47%
	12,018,988.82	

Budget	
General Use	(3,488,860.12)
Special Revenue	55,005.29
Utilities	(4,610,333.22)
Internal Service	3,896,831.91
Capital Projects	(10,595,250.34)
B&I	1,581,194.89

Commission Meeting **11:00 a.m.** **September 3, 2025**

The Governing Body of the City of Emporia, Kansas, met in Regular Session, Wednesday, September 3, 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.

Lelan Dains, Executive Director of Emporia Spanish Speakers of Emporia was in attendance to accept a proclamation declaring September 12 through 21, 2025, as "Welcoming Week" in Emporia for the 3rd year. There is also an official certification from Welcome America. This is validation of actual services that are being administered within our community consisting with a number of community partners. They are entrepreneurship classes, educational training, computer literacy classes, start a business, start a program and more. He stated the proclamation and the certification are validation for the work that is going on in the community. He stated Emporia is home to people of all backgrounds, including those who were not born here but now call it home. Emporia's success depends on making all Emporians feel welcome. New residents are a vital part of our community, along with long-time residents, bringing ideas, starting businesses, serving in civic roles, working in industries and contributing to the vibrant diversity we value. Our community must strive to create a culture and policies to ensure everyone can thrive. He stated it was time to come together and build communities where every resident has the opportunity to thrive and contribute. He called on our residents to reach across lines of difference. He also called on business leaders, civic groups, government agencies, and community institutions to undertake their own initiatives beyond Welcoming Week to make the region a more welcoming place for new and long-term residents alike.

Mayor Harter then presented the proclamation.

Mike Torres, President Hispanics of Today and Tomorrow, was in attendance to accept a proclamation declaring September 15 through October 15, 2025, as "Hispanic

Heritage Month" in Emporia. He stated Hispanic Heritage Month is a celebration that honors the large variety of cultures, languages, traditions and contributions of our Hispanic community from the United States, Spain, Mexico, Guatemala, Honduras, El Salvador, Nicaragua, Costa Rica, Panama, Colombia, Venezuela, Ecuador, Peru, Bolivia, Paraguay, Chile, Argentina, Uruguay, Cuba, Puerto Rico, and the Dominican Republic; Equatorial Guinea. The Hispanic community has made a significant impact to help shape our nation's history, economy, culture and society. Contributions to the arts, sciences, education, business, media, defense, politics, and civil rights recognized in our shared history. Emporia's Hispanic community reflects a third of our total population. He stated the local Hispanic community has contributed to the growth and commitment to improving the community since as early as 1905. He encouraged all citizens to learn, celebrate and honor the history, achievements, and contributions of Hispanics throughout our shared history.

Mayor Harter then presented the proclamation.

Representatives from the Flint Hills Technical College Adult Education Center, were in attendance to accept a proclamation declaring the week of September 14 through 20, 2025 as "National Adult Education and Family Literacy Week" in Emporia. They stated education is essential for personal opportunity and community growth. Flint Hills Technical College provides learners with technical and general education skills for careers, lifelong learning, and enriched lives. Adult education students in Emporia show determination and resilience and the faculty and staff at Flint Hills Technical College make a lasting impact on our city. They encouraged all residents to recognize and support the vital role of Flint Hills Technical College and its Adult Education Center in building a stronger community.

Mayor Harter then presented the proclamation.

Pauline Stacchini, Director of the Emporia Public Library, was in attendance to accept a proclamation declaring the month of September 2025 as "Library Card Sign-up Month" in Emporia. She stated libraries are foundational to education, imagination, and opportunity, from early literacy programs to digital tools that support lifelong learning.

Libraries help individuals navigate life's challenges by providing trusted information, digital access, job search support and connections to essential services. She stated in times of both crisis and calm, libraries and their staff remain steadfast in supporting and strengthening their communities. A Library card opens doors to endless possibilities, from books and technology to lifelong learning and imagination. She encouraged all residents to sign up for a library card and explore the endless possibilities it offers.

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.

ENGINEERING
(Overlander Road Paving Improvements)
(Project No. PV2304 – KDOT Project No. 56 KA-7312-01)
(Bids)

Jim Ubert, City Engineer, was recognized and addressed the Governing Body. He stated Overlander Road paving improvements from W. 6th Avenue to US-50 Highway will convert the rural 2 lane road with open ditches to a 3 lane, with center turn lane, roadway with storm sewer and curb and gutter. The improvements will replace the 95-year-old road that was constructed in 1930's that has load limit issues for truck traffic. This proposed project will also replace the RCB bridge at W. 6th Avenue at Overlander Road and the 12" water main that serves Industrial Park II. The bids are as follows:

BID TABULATION FOR OVERLANDER ROAD PAVING IMPROVEMENTS

Bidder Name	**Asphalt Bid**	**Concrete Bid**
Killough Construction	$4,185,565.95	$4,324,364.47
Davis Construction	$4,637,059.28	$4,613,098.18
APAC-KS, Shear Division	$5,384,645.34	No Bid
Engineer's Estimate	$3,877,221.95	$4,260,245.95

Bids were received for asphalt and concrete options while looking at a 25-year life expectancy for maintenance and repairs. An 11” commercial grade asphalt option would likely need a mill and overlay within the 25 years at a cost of $217,115.58 based on 2025 unit bid prices. The concrete option would be for a 9” NRDJ pavement that would likely need to have the concrete panels re-sealed within the same time period at a cost of $60,000 based on unit bid prices. He stated the project will be funded with $2,500,000.00 from KDOT’s Economic Development Program; up to $1,000,000.00 from the City’s Federal Fund Exchange; and the remainder from a City bond issue. Based on the bid options, staff recommend awarding the project to Killough Construction for the lower capital expense in the amount of $4,185,565.95 for the asphalt pavement option, subject to KDOT’s approval.

Following further discussion, Commissioner Brinkman made a motion to award the bid to Killough Construction for the lower capital expense in the amount of $4,324,364.47 for the concrete bid option, subject to KDOT’s approval. Commissioner Sauder seconded the bid. The vote follows: Commissioner Brinkman, aye; Commissioner Sauder, aye; Commissioner Curtis, aye; Commissioner Smith, aye; and Mayor Harter, aye.

CITY COMMISSION
(Authorizing Financing for Overlander Road Project Improvements)
(Resolution Number 3771)

Mark Detter, Deputy City Manager, was recognized and addressed the Governing Body. He stated the Overlander Road project serves several businesses on Overlander Road between W. 6th Avenue and US-50 Highway. The project includes road, sidewalk, storm sewer and water line improvements. The overall project is estimated to be completed with a cost of $4,774,110.76. Funding for the project is provided by KDOT and FFE funds with the remaining cost of the project from City bond financing. Staff recommend approval of Resolution Number 3771 authorizing financing.

Commissioner Smith made a motion to approve Resolution Number 3771 authorizing the improvement or re-improvement of Overlander Road, a main trafficway within the City of Emporia, Kansas and providing for the payment of the costs thereof.

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

CITY COMMISSION
(Application for Moderate Income Housing Grant - $650,000.00)
(Kansas Housing Resources Corporation)
(Resolution Number 3772)

Tayler Wash, Assistant City Manager, was recognized and addressed the Governing Body. She stated this grant is offered by the Kansas Housing Resources Corporation for the development of housing for moderate-income occupants. The State defines moderate income as 60% to 150% of HUD's FY 2025 income ranges. The City has utilized this program in the past that produced the construction of six new homes and 24 new apartment units from 2017 through 2020. She stated the proposal for this application includes the redevelopment of an underutilized historic structure on Kansas Avenue. The former school will thoughtfully be designed into 10 residential units. The 14,000 square-foot, two story building will be rehabilitated with a focus on sustainability, high-performance insulation, energy-efficient windows and initiatives for reducing energy consumption and utility costs. She stated the City intends to collaborate with the developer to identify additional funding sources to support the success of the project, included but not limited to RHID and IRB, if the grant is awarded. The applicant does not request any funding directly from the City. Staff recommend approval of Resolution Number 3772 authorizing the City to apply for a $650,000.00 Moderate Income Housing Grant.

Commissioner Brinkman made a motion to approve Resolution Number 3772 and authorize the Mayor to execute all related documents. Commissioner Smith seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Smith, aye; Commissioner Curtis, aye; Commissioner Sauder, aye; and Mayor Harter, aye.

MUNICIPAL COURT
(Reappointment of Municipal Court Judge)
(Judicial Service Agreement)
(Resolution Number 3770)

City Attorney Montgomery was recognized and addressed the Governing Body. She stated Judge Ted Hollembeak's 4-year term expires on December 31, 2025. Charter Ordinance Number 32 authorizes the Governing Body to reappoint the incumbent Municipal Court Judge for successive four-year terms. Judge Hollembeak was first appointed in 2005 and has served as the City's Municipal Court Judge since that time. Resolution Number 3770 reappoints Judge Hollembeak to a four-year term beginning January 1, 2026, and ending December 31, 2029. The proposed Judicial Agreement states the City will provide furnished office space, annual updated legal materials, and pay for membership in the Kansas Municipal Judge's Association. Judge Hollembeak will maintain his license to practice law in good standing, keep himself duly and properly informed of all laws, statutes and regulations which are necessary for this proper competent, impartial manner, free of bias or prejudice. Annual compensation in 2026 will increase 1.5% to $67,340 with a 1.5% annual increase each January through the end of the term. Staff recommend approval of Resolution Number 3770 reappointing Municipal Court Judge and Judicial Service Agreement.

Commissioner Curtis made a motion to approve Resolution Number 3770 reappointing Municipal Court Judge and authorize the Mayor to sign the Judicial Service Agreement. Commissioner Smith seconded the motion. The vote follows: Commissioner Curtis, aye; Commissioner Smith, aye; Commissioner Brinkman, aye; Commissioner Sauder, aye; and Mayor Harter, aye.

Consent Agenda

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

a. Minutes of the Regular Meeting held on August 20, 2025.
b. Minutes of the Special Meeting help on August 27, 2025.
c. Voluntary Community Investment Agreement.

The vote follows: Commissioner Brinkman, aye; Commissioner Curtis, aye; Commissioner Sauder, 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 SEPTEMBER 17, 2025, MEETING.

- Public Hearing and Resolution for Adoption of Revenue Neutral Rate.
- Public Hearing for 2026 Budget.
- Adopt the 2026 Budget.
- Ordinance for Annual Appropriations.
- Resolution for Hazardous Mitigation Plan.

- **Study Session:**
- 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 20 minutes inviting pertinent city staff to discuss confidential data of a third party relating to economic development. The justification for the executive session is provided by K.S.A. 75-4319(b)(4) to protect financial affairs and trade secrets of third parties. The open meeting will resume in this room at approximately 11:54 a.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 11:54 a.m., this same date, in Conference Room 1AB, Mayor Harter stated they had discussed confidential data of a third party relating to economic development and no action was taken.

Commissioner Smith a motion to recess the meeting at 12:10 p.m. at Conference Room 1AB. Commissioner Brinkman seconded the motion. The vote follows: Commissioner Smith, aye; Commissioner Brinkman, aye; Commissioner Curtis, aye; Commissioner Sauder, aye; and Mayor Harter, aye.

The following items were discussed at the Study Session:

1. Final Budget Overview Discussion.

OFF THE AGENDA ITEM:

White Park Art Installation
Donation and Maintenance Agreement

Tayler Wash, Assistant City Manager, stated as discussed in a previous study session, the Gazette Building Development has partnered with the Emporia Community Arts Alliance (ECAA) for enhancing White Memorial Park with a permanent public art exhibit. The project will consist of ten concrete pillars of varying heights with integrated up-lighting, designed by local artist Kate Pepper and installed by Mitchell-Markowitz Construction. The developers have received approval from the White Family to ensure the project honors the site's history and supports downtown revitalization efforts. She stated the Donation and Maintenance Agreement defines the following:

City of Emporia will take ownership of the artwork after installation, retain approval authority for placement and permitting, however, assumes no obligation for ongoing maintenance or repair. There are no direct costs to the City of Emporia for installation. The Agreement provides indemnification for the City of Emporia against claims associated with the artwork.

ECAA is responsible for funding, design, construction, and installation of the artwork.

Gazette Building Development LLC, together with ECAA, will be solely responsible for all routine and extraordinary maintenance, repairs, conservation, and liability coverage. Responsible for all expenses related to construction, installations, and insurance.

This ensures the City benefits from the addition of a public art asset without assuming long-term costs while strengthening public-private collaboration in downtown community space.

She recommends authorizing the Mayor to sign the White Park Installation Agreement with Emporia Community Arts Alliance and Gazette Building Development LLC for the donation, installation, and maintenance of the permanent public art exhibit in White Memorial Park.

Commissioner Brinkman made a motion to recess the meeting until 12:43 p.m. to review the agreement. Commissioner Smith seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Smith, aye; Commissioner Curtis, aye; Commissioner Sauder, aye; and Mayor Harter, aye.

Following further discussion, Commissioner Smith made a motion to authorize the Mayor to sign the White Park Installation Agreement with Emporia Community Arts Alliance and Gazette Building Development LLC for the donation, installation, and maintenance of the permanent public art exhibit in White Memorial Park. Commissioner Sauder seconded the motion. The vote follows: Commissioner Sauder, aye; Commissioner Sauder, aye; Commissioner Brinkman, aye; Commissioner Curtis, aye; and Mayor Harter, aye.

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

____
Erren Harter, Mayor

ATTEST:

____
Kerry Sull, City Clerk

Commission Action Report
Removal of NRAB Member

Title:	Natural Resources Advisory Board Recommendation
Agenda Date:	September 17, 2025
Presented By:	Brandi Galbreath, Housing & Community Support Liaison

Background:
Section III of the Natural Resources Advisory Board bylaws requires members who miss three consecutive meetings without a valid reason to be recommended for dismissal. Ordinance No. 05-16 outlines the removal process, including written notice and an opportunity to be heard.

Member Harrison Edwards, appointed in January 2025, has not attended since the January 22 meeting and has missed three consecutive meetings (March 26, May 28, and July 23). Attempts to contact him have been unsuccessful.

Discussion:
At its July 23, 2025, meeting, the Board voted to recommend removal for failure to meet attendance requirements. Notice of the recommendation and opportunity to be heard at today's meeting was provided by certified mail.

Financial considerations:
The City paid the cost for certified mail service.

Recommended action:
Approve the Natural Resources Advisory Board Recommendation to remove Harrison Edwards from the board.

Attachments:
Ordinance 05-16;
NRAB By-Laws;
Minutes from 7-23-25 NRAB meeting

Natural Resources Advisory Board Meeting Minutes

MEETING DATE: Wednesday July 23, 2025
TIME: 4:00 P.M.
PLACE: Conference Room 1 AB

Members Present

X	Brenda Young	X	Brenda Koerner	Eric Paul
X	Daphne Reed-Mertens		Colleen Mitchell	
	Harrison Edwards	X	Nadia Qureshi (Chair)	
X	Marcia Lawrence	X	Keith Senn	

1. Chair Qureshi called the meeting to order at 4:00 p.m.

2. A motion to approve the agenda was made by Lawrence, seconded by Mertens, and passed 6-0.

3. Member Lawrence recommends the striking of the dollar amount from the May minutes regarding the Senior Center grant. A motion to amend the minutes from the May 28 meeting was made by Koerner to strike the dollar amount regarding the BCBS Pathways Senior Center grant, seconded by Lawrence, and passed 6-0. A motion to approve the minutes was made by Mertens, seconded by Young, and passed 6-0.

4. **ESU Scale Model Solar System Walk Presentation**
   Peterson Planetarium director Mark Brown presented the *Emporia Solar System Walk* in hopes to garner support and endorsement regarding the new initiative. Brown reports ESU's desire is the break down barriers between the citizens of the city and ESU by encouraging citizens to visit the ESU campus and enjoy other activities provided by the University. Brown reports the solar walk is an educational effort regarding the solar system. The 2.6-mile walk will begin on the ESU campus and continue on Commercial St. The walk will include bronze pedestals with educational information regarding the various planets and their locations.

   Brown reports the first phase of the grant application has been submitted and that the project has been awarded $12.5k. The second phase of the grant will include $25k, which will go toward the pedestals and additional media technology. Brown is requesting support letters from community partners, individuals, and entity's for the continued support of this project. Brown reports the deadline for the support letters by August 15.

   A motion for NRAB to draft an endorsement letter in support of the solar walk was made by Mertens, seconded by Young, and passed 6-0. Chair Qureshi to draft a letter and submit to Galbreath for board approval. After approval, Galbreath will submit the letter on City letterhead and submit to Brown.

5. **Projects:**

a. **Pollinator Education Plaque:** Qureshi reports the design has been submitted & approved. Qureshi to update once the plaque has been installed.

b. **Garden Project Documentary:** Qureshi reports the documentary video is waiting on final edits. Qureshi to share the video with the board once edits and finalizations are approved.

c. **BCBS Kansas Pathways Senior Center Grant:** Deon Morrow with United Way reports discussions regarding the garden project has shifted to population of focus and that a technical assistance meeting is scheduled for August 4.

6. **Old Business:**

a. **HAMM Tour:** Lawrence provided feedback regarding the tour and the value of the information and education. Mertens suggested having the HAMM QR code available on the city's Facebook page for citizens to view to learn more about HAMM where their recyclables go. Lawrence suggest inquiring if the City is still providing paper copies of the recycling schedule via mail. Galbreath to reach out to the city's communication director and water dept.

b. **Rain Barrel Rebate Program:** A motion to table until the beginning of year was made by Lawrence, seconded by Korner, and passed 6-0.

7. **New Business:**

a. **Urban Farms:** Skye Baxter was a guest and provided information regarding urban farms and Integrated Vegeculture Aqua Systems (IVAS). Baxter reports due to the lack of healthy food options and food insecurity experienced by at risk-populations, the hope of implementing urban farms can help meet the needs of those facing food insecurity. Baxter provided examples of what communities in Detroit are doing as well as innovations such as IVAS. Baxter reports that with 5 acres of land and implementation of the IVAS, this can potentially feed 8k-12k people.

Mertens suggest the idea be extended to PAROC, Qureshi suggest including the K-State Extension Office, and Lawrence suggesting Hetlinger. Mertens recommends stakeholders gather to meet with Baxter and NRAB to discuss ideas. Baxter to create a 1-pager regarding urban farms and IVAS and will submit the flyer to Galbreath to invite Hetlinger, K-State Extension Office, and PAROC to the September meeting.

b. **Storm Drain Covers:** Young presented examples of the otter stencil storm drain covers. Young reports she knows of 100 storm drains that would benefit from the covers. Koerner suggest having signage to explain the need for the covers and their importance.

c. **Member Removal:** Member Harrison Edwards has missed three consecutive meetings without a valid reason or notice. Liaison Galbreath has made multiple attempts to contact the member and has been unsuccessful. A motion to recommend member Edwards to be removed from the board due to violations of Sec III, Attendance of the NRAB bylaws was made by Mertens, seconded by Koerner, and passed 6-0.

Adjournment was made at 5:28 p.m. The next meeting is scheduled for Wednesday September 24 at 4:00 p.m.

ORDINANCE NO. 05-16

AN ORDINANCE AMENDING SECTION 23-131 OF THE CODE OF THE CITY OF EMPORIA GOVERNING THE NAME AND COMPOSITION OF THE RECYCLING ADVISORY BOARD

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

Section 1. That Section 23-131 of the Code of the City of Emporia, Kansas, be amended to read as follows:

"Sec. 23-131. Creation And Composition:

(a) *Creation; Membership* : There is hereby created an advisory board to be known as the natural resources advisory board. The board shall consist of not less than eight (8) members and not more than twelve (12) members. Eight (8) of the members shall be appointed by the Emporia City Commission. Two (2) members shall be appointed by the Lyon County Commission. Two (2) members shall be appointed by the Chase County Commission.

(b) *Residence; Appointment To Fill Vacancy; Compensation* : Members of the board shall reside within the limits of Lyon County or Chase County. Any member who moves his or her residence outside their respective area shall automatically cease to be a member, and a vacancy shall thereby be created. Appointment of members to fill vacancies shall be made in the same manner as the original appointment. The members of the board shall serve without compensation.

(c) *Term* : Members of such recycling advisory board shall hold their offices for a term of three (3) years and until their successor shall have been appointed. Members shall serve no more than two (2) successive three (3) year terms in addition to any unexpired term to which they may have been appointed.

(d) *Meetings; Quorum; Attendance* : The board shall meet on an as needed basis, at a time decided by the board for the purpose of conducting such business as may come before it. Special meetings may be called by the chairperson or by a majority of the board presently serving. A majority of the presently serving members of the board shall constitute a quorum for the purpose of conducting the business thereof. The board may, by majority vote of the board, recommend to the governing body that a member's term be terminated and a new member appointed to fill any unexpired term, whenever a member fails to comply with the attendance requirements of the board's bylaws.

(e) *Officers* : The board shall elect from among its members a chairperson and vice chairperson. The vice chairperson shall act as the chairperson during the absence or incapacity of same. The term of office for the chairperson and vice chairperson shall be for one year, and no person shall serve more than two (2) consecutive years in the same office. The chairperson and vice chairperson may resign from office at any time during their terms and may do so without resigning from membership on the board.

(f) *Removal Of Member* : No member or members of the board shall attempt to act on any matter over which the board has jurisdiction unless and until the board has given prior approval to such action. Any member of the board may be removed by the mayor with the consent of the governing body for inefficiency, neglect of duty, or misconduct or malfeasance in office; no such removal shall be effective until the member proposed to be removed has been furnished a written statement of the charges and an opportunity to be heard thereon by the governing body."

Section 2. Section 23-131 of the Code of the City of Emporia Kansas as it existed prior to the adoption of this ordinance is hereby repealed.

Section 3. This ordinance shall take effect upon its publication in the official City newspaper.

Section 4. The provisions of this ordinance shall be included and incorporated in the Code of Ordinances of the City of Emporia, Kansas, 1983, as an addition or amendment thereto and shall be appropriately renumbered to conform to the uniform numbering system of the Code.

PASSED AND APPROVED by the Governing Body of the City of Emporia, Kansas, this 20th day of April, 2005.

CITY OF EMPORIA, LYON COUNTY, KANSAS SEAL 1870

Ray Toso, Mayor

ATTEST:

Susan Mendoza, City Clerk

I, Susan Mendoza, City Clerk of the City of Emporia, Lyon County, Kansas, do hereby certify that the foregoing is a true and correct copy of Ordinance Number 05-16 passed and approved by the Governing Body at their Regular Meeting held April 20 and published in the Emporia Gazette on April 25 , 2005.

DONE this 13th day of May , 2005, in the City of Emporia, Lyon County, Kansas.

Susan Mendoza

Susan Mendoza, City Clerk

(SEAL)

AFFIDAVIT OF PUBLICATION

STATE OF KANSAS, LYON COUNTY, ss:

Regina Murphy, being first duly sworn, deposes and says: That (s)he is an employee of The Emporia Gazette, a daily newspaper printed in the State of Kansas, and published in and of general circulation in Lyon County, Kansas, with a general paid circulation on a daily basis in Lyon County, Kansas, and that said newspaper is not a trade, religious, or fraternal publication.

Said newspaper is a daily published at least weekly 50 times a year; has been so published continuously and uninterruptedly in said county and state for a period of more than five years prior to the first publication of said notice; and has been admitted at the post office of Emporia in said County as periodical matter.

That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for One Day Only, the first publication thereof being made as aforesaid on the 25th day of April, 2005, with subsequent publications being made on the following dates:

Subscribed and sworn to before me this 27 day of April, 2005.

Notary Public

2/10/07

Printer's fee $ 81.88

Date Paid ____________

Examined and approved this ________ day of ____________________19 ____

Signed by ______________________________

District Judge

(Published in The Emporia Gazette April 25, 2005)

ORDINANCE NO. 05-16

AN ORDINANCE AMENDING SECTION 23-131 OF THE CODE OF THE CITY OF EMPORIA GOVERNING THE NAME AND COMPOSITION OF THE RECYCLING ADVISORY BOARD

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

Section 1. That Section 23-131 of the Code of the City of Emporia, Kansas, be amended to read as follows:

"Sec. 23-131. Creation and Composition:

(a) Creation; Membership : There is hereby created an advisory board to be known as the natural resources advisory board. The board shall consist of not less than eight (8) members and not more than twelve (12) members. Eight (8) of the members shall be appointed by the Emporia City Commission. Two (2) members shall be appointed by the Lyon County Commission. Two (2) members shall be appointed by the Chase County Commission.

(b) Residence; Appointment to Fill Vacancy; Compensation : Members of the board shall reside within the limits of Lyon County or Chase County. Any member who moves his or her residence outside their respective area shall automatically cease to be a member, and a vacancy shall thereby be created. Appointment of members to fill vacancies shall be made in the same manner as the original appointment. The members of the board shall serve without compensation.

(c) Term : Members of such recycling advisory board shall hold their offices for a term of three (3) years and until their successor shall have been appointed. Members shall serve no more than two (2) successive three (3) year terms in addition to any unexpired term to which they may have been appointed.

(d) Meetings; Quorum; Attendance : The board shall meet on an as needed basis, at a time decided by the board for the purpose of conducting such business as may come before it. Special meetings may be called by the chairperson or by a majority of the board presently serving. A majority of the presently serving members of the board shall constitute a quorum for the purpose of conducting the business thereof. The board may, by majority vote of the board, recommend to the governing body that a member's term be terminated and a new member appointed to fill any unexpired term. whenever a member fails to comply with the attendance requirements of the board's bylaws.

(e) Officers : The board shall elect from among its members a chairperson and vice chairperson. The vice chairperson shall act as the chairperson during the absence or incapacity of same. Their term of office for the chairperson and vice chairperson shall be for one year, and no person shall serve more than two (2) consecutive years in the same office. The chairperson and vice chairperson may resign from office at any time during their terms and may do so without resigning from membership on the board.

(f) Removal of Member : No member or members of the board shall attempt to act on any matter over which the board has jurisdiction unless and until the board has given prior approval to such action. Any member of the board may be removed by the mayor with the consent of the governing body for inefficiency, neglect of duty, or misconduct or malfeasance in office; no such removal shall be effective until the member proposed to be removed has been furnished a written statement of the charges and an opportunity to be heard thereon by the governing body."

Section 2. Section 23-131 of the Code of the City of Emporia Kansas as it existed prior to the adoption of this ordinance is hereby repealed.

Section 3. This ordinance shall take effect upon its publication in the official City newspaper.

Section 4. The provisions of this ordinance shall be included and incorporated in the Code of Ordinances of the City of Emporia, Kansas, 1983, as an addition or amendment thereto and shall be appropriately renumbered to conform to the uniform numbering system of the Code.

PASSED AND APPROVED by the Governing Body of the City of Emporia, Kansas, this 20th day of April, 2005.

Ray Toso, Mayor

(SEAL)

ATTEST:

Susan Mendoza, City Clerk

(Mon.) 4-25

Commission Action Report

Award 5th Avenue and Mechanic Street Stormsewer Project

Title: Awarding 5th Avenue and Mechanic Street Stormsewer Improvements, Project No. SW2502

Agenda Date: September 17, 2025

Presented By: James Ubert, City Engineer

Background:
During improvements made to the building at 502 Commercial Street it was discovered that the exisiting stormsewer line had collapsed, requiring repairs.

Discussion:
At 2:00 pm on Tuesday, September 9th, 2025, the City Engineer's Office publicly opened proposals on the 5th Avenue and Mechanic Street Stormsewer Improvements, Project No. PV2502. The Engineering Office received a total of two (2) proposals for this project. The two (2) proposals received and Engineer's Estimate are as follows:

Bidder Name	Base Bid
S.R. Coffman Construction	$46,495.32
Roy Miller Backhoe	$53,180.00
Engineer's Estimate	**$43,405.00**

Financial considerations:
This project will be funded from the Public Private Partnership fund.

Recommended action:
City staff recommends awarding this project to S.R. Coffman Construction in the amount of $46,495.32.

Attachments:
Bid tabulation is attached.

CITY OF EMPORIA, KS
BID TABULATION

FOR CONSTRUCTION OF 5TH AVENUE & MECHANIC STREET STORMSEWER IMPROVEMENTS
PROJECT NO. SW2502

Proposals Opened:
2:00pm on 09/09/2025

			SR Coffman Construction Inc.		Roy Miller Backhoe		CITY ENGINEER'S ESTIMATE	
Quantity	**Units**	**Description**	**Unit**	**Total**	**Unit**	**Total**	**Unit**	**Total**
1	L.S.	Mobilization	$3,000.00	$3,000.00	$1,000.00	$1,000.00	$2,000.00	$2,000.00
137	S.Y.	Sidewalk Construction (4") (AE) (Remove & Replace)	$103.65	$14,200.05	$135.97	$18,627.89	$100.00	$13,700.00
12	S.Y.	Concrete Pavement (8") (Reinforced) (AE) (Remove & Replace)	$135.00	$1,620.00	$149.00	$1,788.00	$175.00	$2,100.00
4.2	S.Y.	Handicap Ramp (Remove & Replace)	$375.00	$1,575.00	$100.00	$420.00	$275.00	$1,155.00
153	L.F.	Storm Sewer (18") (HDPE) (Remove & Replace)	$70.59	$10,800.27	$119.64	$18,304.92	$100.00	$15,300.00
2	EA.	Connection to Exisiting Structure	$1,250.00	$2,500.00	$1,250.00	$2,500.00	$600.00	$1,200.00
50	C.Y.	Flowable Fill (Diggable)	$216.00	$10,800.00	$126.00	$6,300.00	$125.00	$6,250.00
1	L.S.	Traffic Control	$1,800.00	$1,800.00	$4,039.19	$4,039.19	$1,500.00	$1,500.00
1	EA.	Temporary Inlet Sediment Barrier (Set Price)	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00
		TOTAL AMOUNT OF BASE BID:		**$46,495.32**		**$53,180.00**		**$43,405.00**

Commission Action Report
Informational Items

Title: Informational Items

Agenda Date: September 17, 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, October 1, 2025.

Commission Meeting :

- Proclamation Recognizing Fire Prevention Week as the 5^{th}-11^{th} of October
- Resolution for Hazardous Mitigation Plan
- Ordinance Amending the Emporia/Lyon County Joint Traffic Safety Committee

Study Session :

- Carnegie Building
- Mowing

Commission Action Report
Executive Session

Title: Executive Session

Agenda Date: September 17, 2025

Recommended Action:
Recess into executive session for 20 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 __:_____ a.m./p.m.

Title:	Adoption of 2021 IRC/IBC, IEBC and Uniform Swimming Pool
Agenda Date:	September 17, 2025
Presented By:	Kory Krause, Director of Building & Neighborhood Development

Background

It was decided last year by the Building Trades Board that the city move forward in adopting newer code editions. After updating and adopting the plumbing, mechanical, and National Electrical codes, our next review session was to move forward with the current 2015 International Residential Code and International Building Codes and move to adopting the 2021 building codes. Emporia's two building inspectors, I with five (5) licensed building contractors, meet weekly this year to go through the 2021 editions of the IRC and IBC to discuss and approve all of the changes in this code cycle. These codes are the minimum life safety, building, and fire safety codes to help protect persons and structures.

The Building Trades Board, during June's meeting, approved moving forward with adopting the 2021 Uniform Swimming Pools, Spas, and Hot Tub code due to the fact that Emporia has never had a national standard swimming pool code. The adoption of a single code for swimming pools will ensure that all contractors, local or non-local, shall have the same building requirements for the installation of pools per our adopted standards. A dedicated swimming pool code will enforce equal construction requirements and improve safety standards for the city.

The Building Trades Board, during June's meeting, approved moving forward with deleting our current, pieced-together 1997 Uniform Building Conservation Code and adopting the 2021 International Existing Building Code. This Existing Building Code streamlines the remodel process for existing buildings and is a crucial tool for setting the standard for safety and maintenance of these existing structures. The intent of the document is to encourage the continued use and rehabilitation of existing buildings, and it is formatted in such a way as to focus on incremental upgrades depending on the intent of the work and the extent of such work. By adopting the IEBC, assertions such as, "That is what the Building Department told me," or "That is what the Design Professionals' drawings said," which is a disservice to all parties involved and will help clear up the misunderstandings or misconceptions that one may encounter with an existing building.

Discussion

Discuss with the commission an ordinance to move forward in adopting the 2021 IRC/IBC while also adopting the Swimming Pools, Spas, and Hot Tub code, and the International Existing Building Code.

Financial Considerations

Publication in the Gazette

Attachments

2025 Building and Construction Regulations pertaining to the 2021 International Residential Code, 2021 International Building Code, 2021 International Existing Building Code, 2021 Uniform Swimming Pool, Spa and Hot Tub Code.

SIGNIFICANT CHANGES TO THE INTERNATIONAL BUILDING CODE (IBC) 2015 to 2021 EDITION

Building Codes are updated to keep pace with technological advancements, safety regulations, and environmental considerations. These updates ensure that buildings are safer, more sustainable and better equipped to withstand natural disasters. Below is a summary of what are considered to be the major differences between the 2015 and 2021 Editions of the International Building Code. (IBC). The items noted below are what we feel are noteworthy at the local level. It should be noted that this is not a comprehensive list of all of the changes that were made.

110.3.7 Inspection of weather-exposed balconies. Where balconies or other walking surfaces have weather-exposed surfaces, the moisture barrier must be inspected before being concealed.

202 Definition: Change of occupancy. Defines change of occupancy as a change in occupancy classification, purpose, or activity level, generally associated with an increase in safety, accessibility, fire protection, structural, egress, ventilation, or sanitation requirements.

202 Definition: Puzzle room. New definition to go with new regulations for escape rooms.

202 Definition: Special amusement area. New definition to go with regulations for haunted houses and similar attractions where the path of travel may be deliberately unclear.

404.5 Atriums. Added exemption for smoke control if rated as per shaft requirements.

411.5 Puzzle room exiting. New language addresses egress requirements for escape rooms, including provisions that doors must unlock when the fire alarm goes off.

422.7 Domestic cooking in ambulatory care facilities. New rules for domestic cooking appliances in care facilities include fire safety measures, gas shutoffs with supervisory staff access, and timed shutoffs for appliances.

503.1 Height/area limitations. Clarifies that fire walls are required between different types of construction.

Table 508.4 Required separation of occupancies. Required separation (hourly rating) is simplified in this table.

1006.3.4 Singe exit from stories. Instead of using the common path of travel, total travel to an exit is now used to determine when 2 exits are required from a story. Total travel is still limited to 75'-100' for most occupancies.

1008.2.1 Egress illumination. Increases amount of lighting along stairs and landings from 1 foot-candle to 10 f- c for exit access stairways.

1107.2 Vehicle charging stations. Requires 5% of charging spaces to be van-accessible parking spaces.

Table 716.1(2). Added requirements for back-to-back doors in double fire walls.

3115 Shipping containers. The IBC now recognizes shipping containers as buildings if they comply with certain standards, shipping containers are valid for safe construction.

SIGNIFICANT CHANGES TO THE INTERNATIONAL RESIDENTIAL CODE (IRC) 2015 to 2021 EDITION

Building Codes are updated to keep pace with technological advancements, safety regulations, and environmental considerations. These updates ensure that buildings are safer, more sustainable and better equipped to withstand natural disasters. Below is a summary of what are considered to be the major differences between the 2015 and 2021 Editions of the International Residential Code. (IRC). It should be noted that this is not a comprehensive list of all of the changes that were made.

Building

R102.7.1 Additions, alterations or repairs: Additions, alterations, repairs, or relocations shall be permitted to conform to the requirements for new structures without requiring the existing structure to comply with the requirements of this code, unless otherwise stated. Additions, alterations, repairs and relocations shall not cause an existing structure to become less compliant with the provisions of this code than if the existing building or structure was prior to the addition, alteration, repair, or relocation. Where additions, alterations, or changes of use to an existing structure result in the use or occupancy, height, or means of egress outside the scope of this code, the building shall comply with the International Existing Building Code.

R301.1.4 Intermodal shipping containers: Intermodal shipping containers. Intermodal shipping containers that are repurposed for use as buildings or structures, shall be designed in accordance with the structural provisions in

Explanation: *Section 3115 of the International Building Code. This section is new to the 2021 IRC.*

R302.5 – Dwelling-garage opening protection: The door between a garage and a residence must be self-latching and equipped with a self-closing or automatic-closing device.

Explanation: *Per the 2015 IRC, the door only had to be self-closing.*

R310.1 – Emergency escape and rescue 0penings: The pathway from an emergency escape and rescue opening out to a public way must be at least 36 inches wide.

Explanation: *There was no width requirement per the former 2015 IRC.*

Also, the pathway does not have to open directly into a public way as long as it is unobstructed to the public way. The path must be at least 36 inches wide.

Explanation: *This is new to the 2021 IRC.*

R310.7. Alterations or repairs of existing basements: New sleeping rooms in existing basements must be provided with a code- compliant emergency escape and rescue opening.
Alterations or repairs of existing basements that do not have sleeping rooms do not require an emergency escape and rescue opening.

Explanation: *This section of the 2021 IRC matches the former 2015 IRC but adds additional details for replacement windows, as noted in R310.7.11 below.*

R310.7.11 Existing emergency escape and rescue openings: Where a change of occupancy would require an emergency escape and rescue opening in accordance with Section 310.1, operable windows serving as the emergency escape and rescue opening shall comply with the following:

R312.2 Window fall protection: In dwelling units, where the bottom of the clear opening of an operable window opening is located less than 24 inches (610 mm) above the finished floor and greater than 72 inches (1829 mm) above the finished grade or other surface below on the exterior of the building, the operable window shall comply with one of the following:

1. Operable window openings will not allow a 4-inch-diameter (102 mm) sphere to pass through where the openings are in their largest opened position.
2. Operable windows are provided with window opening control devices or fall prevention devices that comply with ASTM F2090.

Explanation: *The 2021 IRC requires that the 72-inch dimension be measured to the clear opening of the operable window instead of being measured to the windowsill per the 2015 IRC.*

R317 Protection of wood and wood-based products against decay: Protection of wood and wood-based products from decay shall be provided in the following locations by the use of naturally durable wood or wood that is preservative-treated in accordance with AWPA U1.

R326.4 Means of Egress: The means of egress for habitable attics shall comply with the applicable provisions of Section R311.

> ***Explanation:*** *A new section was created for habitable attics including the addition of new restrictions associated with it being defined as a story above grade plane and establishes exceptions to it being treated like a story. Habitable attics are required to be considered a story above grade plane unless it meets the same restrictions as mezzanines. A dwelling may need to be sprinklered in order to permit a habitable attic to be constructed.*

R328 – Energy storage systems: This section is new to the 2021 IRC and governs energy storage systems. Please consult Section R328 for additional information.

506.2.3 – Vapor retarder under concrete slab: A minimum 10-mil (0.010 inch; 0.254 mm) vapor retarder conforming to ASTM E1745 Class A requirements with joints lapped not less than 6 inches (152 mm) shall be placed between the concrete floor slab and the base course or the prepared subgrade where a base course does not exist.

R507.1 Exterior Decks: Several changes were made to this section. Please consult R507.1 thru 507.10.4 for additional information.

609.4.1 Garage door labeling: Garage doors shall be labeled with a permanent label by the garage door manufacturer. The label shall identify the garage door manufacturer, the garage door model/series number, the positive and negative design wind pressure rating, the installation instruction drawing reference number, and the applicable test standard.

Title:	Adoption of 2021 Uniform Swimming Pool
Agenda Date:	September 8, 2025
Presented By:	Kory Krause, Director of Building & Neighborhood Development

Background
The Building Trades Board during June's 2025 meeting approved moving forward with adopting the 2021 Uniform Swimming Pools, Spas, and Hot Tub code due to the fact that Emporia has never had a national standard swimming pool code. What has been in the Building & Construction Regulations for many years has only had, basically three (3) requirements:

- Required enclosure of the pool (fence)
- Safety equipment, a 12 ft pool pole and a lifesaving ring
- Conform with plumbing and electrical codes

The adoption of a single code for swimming pools will ensure that all contractors, local or non-local shall have the same building requirements for the installation of pools per our adopted standards. A dedicated swimming pool code will enforce equal construction requirements and improve safety standards for the city. This adoption of the national code brings the same standards to all who install pools. Standard codes will bring the following chapters into installing swimming pools, spas and hot tubes:

- Definitions
- General Regulations
- Design, materials, and methods of construction
- Water quality
- Equipment
- Heaters
- Safety

It is the Building Trades Board and staff's recommendation that the Uniform Swimming Pool, Spa's and Hot Tub code be adopted to keep uniformity and safety a top priority for the City of Emporia.

Discussion
Discuss with commission an ordinance to move forward in adopting the Swimming Pools, Spas, and Hot Tub code.

Financial Considerations
Publication in the Gazette

Attachments
2021 Uniform Swimming Pool, Spa and Hot Tub Code.

ARTICLE XIII. 2021 UNIFORM SWIMMING POOL, SPA AND HOT TUB CODE

DIVISION 1. GENERALLY,

Section 1. General.

1. Swimming Pools. All swimming pools except those exempted by Article III, Division 1, Section 1 constructed, enlarged or altered shall conform to the requirements of this article, the laws of the state, and approved standards of safety for persons and property.

2. Requirements. Requirements for the administration, permits and inspections, licenses and certifications, and enforcement are to be found in Article I, II, and III of these regulations. Swimming pool contractors shall be a Category A Specialty Contractor as defined in Article II, Division 3, Section 7 of the regulations.

DIVISION 2. SPECIFIC REQUIREMENTS

Section 2. AMENDMENTS

The following sections of the Uniform Swimming Pool, Spa and Hot Tub Code adopted and incorporated by reference in this article are hereby added, amended or deleted as follows:

The following sections are hereby revised:

Section 101.1. Insert: [City of Emporia]

Section 104.5. Deleted in its entirety and replace with:

104.5 Fees. Fees shall be assessed in accordance with the provisions of Table 4 (A) Permit and Inspection Fees in accordance with 2025 Building and Construction Regulations.

Section 3. Plumbing, electrical connections and equipment.

All plumbing and electrical equipment installed with, or as a function of, any swimming pool shall comply with all appropriate articles of these regulations.

Section 4. Public nuisance declared.

No swimming pool shall be so operated or maintained as to create a nuisance, an eyesore, or otherwise to result in a substantial adverse effect on neighboring property, or to be in any other way detrimental to public health, safety, and welfare. It will be presumed that any swimming pool not in compliance with this article will be deemed a public nuisance.

Section 5 -- Section 12. Reserved.

Licensed Contractors & Stamped Plans

Building officials, through the support of city leaders and the commissioners, protect the public by enforcing building code requirements for fire, life and building safety. Kansas Statutes Annotated 74-7038 gives the public official, the local building official, the responsibility for enforcing the requirements of KSA Article 70. Throughout the plan check and inspection process, building officials try to ensure compliance with building codes, local codes, ordinances and state statutes. The local authority is not to accept any technical submissions involving the practice of any of the technical professions unless the technical submissions have been stamped with the Kansas technical professional's seal. Building officials have the authority to reject documents as submitted and to withhold permits. Building officials rely on the Kansas State Board of Technical Professions to assure that the design professional is licensed to practice in this state. The Board must depend primarily upon the local building officials and the Office of the State Fire Marshal to ensure that only those who are properly licensed are allowed to provide design services.

The State of Kansas does not require one-and two-family dwellings (and their accessory structures) and agricultural buildings to be designed by licensed design professionals. Our interpretation of a single-family dwelling would be any dwelling that is covered by the International Residential Code and not by the International Building Code.

The building official is tasked to enforce KSA 12-1556 so that the competency of general building and residential contractors have taken Kansas standard contractor's examinations with a passing rate of 75% or better as state statute dictates.

Once the certificate of competency is received from the individual who successfully passes the examination by KSA 12-1556, that shall be valid proof of competency for their license, without any additional examinations. Emporia require licensure of such contractors practicing within our city limits and shall issue the appropriate license to any applicant that has shown proof of passing a Kansas general building or residential contractors test with a 75% or better grade.

Therefore, by Kansas State Statutes the following shall be adhered to for new or remodeled commercial building, and in some instances residential builds:

- Shall use a licensed contractor and sub-contractors who pass a Kansas designated test with a 75% or better score.
- A public building official charged with the enforcement of municipality building codes shall not accept or approve any technical submissions involving the practice of the technical professions unless the technical submissions have been stamped with a Kansas seal and signed.
- The building official shall be the only person who can interpret the adopted building codes or determine if technical submissions of plans shall be needed and/or stamped. Only the building official is authorized to waive the submission of construction documents and other data not required to be prepared by a registered design professional after the building official

communicates with a licensed contractor or design professional of a project.

74-7038. Technical submissions; limitation on acceptance or approval by public officials; building permits, invalidity; immunity from liability. A public official charged with the enforcement of any state, county or municipal building code shall not accept or approve any technical submissions involving the practice of the technical professions unless the technical submissions have been stamped with the technical professional's seal, signed and dated as required by K.S.A. 74-7001 et seq., and amendments thereto, or unless the applicant has certified on the technical submission to the applicability of a specific exception provided for in K.S.A. 74-7035, and amendments thereto, permitting the preparation of the technical submissions by a person not licensed under K.S.A. 74-7001 et seq., and amendments thereto. A building permit issued with respect to technical submissions which does not conform to the requirements of K.S.A. 74-7001 et seq., and amendments thereto, is invalid. The acceptance or approval of technical submissions or the issuance of a building permit by a public official engaged in building inspection responsibilities, contrary to the provisions of K.S.A. 74-7001 et seq., and amendments thereto, shall not create liability upon the public official or the official's governmental agency.

The *building official* is hereby authorized and directed to enforce the provisions of this code. The *building official* shall have the authority to render interpretations of this code and to adopt policies and procedures in order to clarify the application of its provisions. Interpretations, policies and procedures shall be following the intent and purpose of this code. Such policies and procedures shall not have the effect of waiving requirements specifically provided for in this code.

107.1 General. Submittal documents consisting of construction documents, statement of special inspections, geotechnical report and other data shall be submitted in two or more sets with each permit application. The construction documents shall be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed. Where special conditions exist, the building official is authorized to require additional construction documents to be prepared by a registered design professional.

Exception: The building official is authorized to waive the submission of construction documents and other data not required to be prepared by a registered design professional if it is found that the nature of the work applied for is such that review of construction documents is not necessary to obtain compliance with this code.

12-1556. Competency of general building and residential contractors; designation of standard examinations. Standard examinations for the determination of competency of general contractors, building contractors and residential contractors, based upon codes and standards effective on July 1, 1992, prepared and published and available upon such date from the International Conference of Building Officials, 6738 N.W. Tower Drive, Kansas City, Missouri 64151 or from Block and Associates, Florida Farm Bureau Building, 5700 S.W. 34th St., #1303, Gainesville, Florida 32608, are hereby designated as the standard examinations for determining the qualification of persons seeking licensure as general contractors, building contractors and residential contractors for the purposes of this act.

KSA 12-1557(b) The certificate of competency received by any person who successfully passes an examination designated by K.S.A. 12-1556 shall be valid proof of competency for licensure, without additional examination, in any county or city of the state which requires licensure of such contractors practicing within such county or city. The county or city shall issue the appropriate license to any applicant therefore who presents such a certificate of competency. The county or city shall fix a uniform fee to be charged all such applicants for licensure.

(c) All licenses issued by a county or city upon the basis of successful passage of an examination designated by K.S.A. 12-1556 shall bear a distinctive notation of such fact. All such licenses shall be valid in any other county or city which requires examination and licensure of such contractors for practice in such county or city.

Stamped Drawings

Kansas Statutes Annotated 74-7038 charges the local building authority with the responsibility for being the gatekeeper to enforce the requirements of KSA Article 70. The local authority is not to accept any technical submissions involving the practice of any of the technical professions unless the technical submissions have been stamped with the technical professional's seal. Therefore, we become the first agency to make determinations and interpretations about what submissions have to be sealed and by whom they have to be sealed. However, the State Board of Technical Professions renders final determinations about the legality of any submission.

The State of Kansas does not require one-and two family dwellings (and their accessory structures) and agricultural buildings to be designed by licensed design professionals. Our interpretation of a single family dwelling would be any dwelling that is covered by the International Residential Code and not by the International Building Code. Therefore, more than two townhouses built to meet the requirements of the IRC could be connected and still be single family dwelling units meeting the exception of the state statute. Consequently we generally do not require stamped drawings for these buildings. However, when these types of buildings contain structural elements that are manufactured, such as trusses or beams, or the building itself does not conform to the provisions for conventional light frame wood construction, such as a pole building, under the authority granted by the building code, we do require the submission of plans for those designs that have been sealed by a licensed engineer. For our requirements the engineer need not necessarily be licensed by the State of Kansas.

It is our understanding of KSA 70 and the State Board of Technical Professions rules that permit submittals for all other buildings and structures, except Ag buildings, must include nonstructural design plans that have been sealed by a Kansas-licensed architect. (Editors note: For example, the same metal building that was constructed on a farm for the storage of farm equipment and would not be required to be designed by an architect would need to have plans sealed by an architect if it were built for commercial use and/or storage.) The exceptions to this requirement would be for :

- Minor alterations that are nonstructural in nature and that do not require utilization of the building code. This would include storefronts or facades or subdividing, combining or resizing of rooms where no changes to exiting will be triggered or and/or no fire-resistive construction will be required.
- Completely open-sided structures 1000 sq. ft. or less and/or with floors not more than 30" above the adjoining grade at any point. (Stamp by a Kansas-licensed engineer required)
- Detached coolers and freezers of 1000 sq. ft. or less and for which no fire-resistive construction is required due to proximity to property lines or other structures. (Stamp by a Kansas-licensed engineer required)
- Tanks or towers (Stamp by a Kansas-licensed engineer required)

When work for a project will include civil, structural, plumbing, mechanical or electrical installations, we generally require drawings for the work to be submitted (see Commercial Building Permit Submittal Guidelines form). Our policies require that these drawings must be sealed by a Kansas-licensed design professional, generally an engineer although in some cases we will accept an architect's stamp. There are cases where an architect may do some minor "incidental engineering" as is incidental to their practice. For example, we routinely accept drawings where the wall, floor or roof sections that specify the size and gauge of steel studs or joists, or size and spacing of wood members are sealed by the architect. We have accepted site plans stamped by an architect where the site drainage was designed to be accomplished by use of the parking lot paving. We have accepted simple foundation drawings as well as designs for simple metal or wood beams or lintels from architects. We have accepted plans for small alterations that included simple plumbing, electrical and mechanical installations, which were stamped by an architect. The KSA license requirements in Article 70 are not applicable to certain practices including a plumber or electrician when doing any work they are authorized to perform pursuant to their license. It is our position that an architect should be able to provide drawings that indicate diffuser and/or plumbing or electrical fixture locations and allow the licensed contractor to install code-compliant distribution systems. This would definitely apply to those alterations that are simply a reconfiguration and not an enlargement of existing elements. Generally, approval of these submittals is on a case-by-case basis. Unfortunately it is impossible to define the exact extent of remodeling that would be required to trigger the services of an engineer instead of an architect. Certainly any system that exceeds the prescriptive requirements in the codes and relies on alternate, engineered designs must be designed and submitted by an engineer. If there is any question as to what work might meet the exemptions outlined in KSA Article 70, the design professional may always submit a copy of the Kansas State Board of Technical Professions "Certificate of Exemption".

Generally speaking, it has been our policy to accept whatever drawings the architect feels comfortable stamping since it is not our responsibility to determine whether they have exceeded the scope of their license. In a few selected instances, where we felt that the scope of the work was borderline, we asked the architect to submit his calculations to verify his work. If the architect elects to only stamp some of the drawings in a submittal package then the rest of drawings would have to be stamped by the appropriate engineer. We will <u>not</u> accept unsealed drawings if the drawings are to be a part of the "Approved" construction drawings.

Occasionally a designer will include unsealed concept drawings that are not intended for construction as part of a submittal package for limited type permits for footing and foundation or shell only permits. The drawings provide limited information in order to determine general code compliance for the scope of work being applied for, but not complete details about the finished product. Since we issue stamped "Approved" drawings, it would be inappropriate for us to stamp as "Approved" any drawings that were not sealed. Therefore, we can not issue building permits for which the scope of the work approved by the permit would require "Approved" drawings that would include unsealed drawings in the set. This would apply to footing permits as well as other permits. We will not issue a foundation permit until sealed drawings for the foundation design have been submitted. We will continue to issue permits for steel buildings conditional to the submission of the sealed engineering drawings before erection as long as the project architect specifies the design load criteria for wind and snow.

City of Salina, Development Services, Building Services Division
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Salina, KS 67401
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Sec. 11-482. Plans and specifications; when required.

(a) Whenever an application for a building permit is made, the chief building official may, if he finds it necessary to determine whether the building work described in the application will comply with the ordinances pertaining to such work, require that the applicant file a written description or drawing of the proposed building as may be prepared for the purpose. If such drawing or description is insufficient for the purposes of determining whether a permit should be issued, the building inspector may require the applicant to file complete architectural and engineering plans and specifications for such building, or any part thereof, as may be necessary for the inspector to determine compliance with the Building Code.

(b) For new commercial building projects, new multifamily dwelling structures, additions to existing commercial structures, additions to multifamily structures, and remodeling projects that require structural alterations and changes in occupancy of existing structures, a plan cover sheet must accompany a complete set of construction documents upon application for a building permit. This complete set of documents shall include at least one set of specifications, as well as two complete drawings of the architectural, structural, mechanical, electrical, elevator (if applicable) and plumbing systems associated with the construction project.

(c) Items that are to be included on the plan cover sheet shall include the following:

(1) Type of project (new, addition, remodel, etc.);

(2) Location (legal and street address);

(3) Architect (person responsible, address and phone number);

(4) Type of occupancy;

(5) Construction type;

(6) Basic allowable area based upon the occupancy and type of construction;

(7) Percentage increased for open yards, stories and fire protection systems;

(8) Mixed occupancy ratio per floor and for total structure;

(9) Allowable stories and height limitations;

(10) Structural fire protection per Table 17A and applicable sections for particular construction types. In addition to this requirement, the designer shall provide ASTM, UL, etc., design numbers for all assemblies which require an applicable system;

(11) Information on applicable fire safety or life safety items (i.e., sprinklers, standpipes, fire alarms, smoke detection, emergency lighting, exit lighting and other applicable systems);

(12) Hazardous material safety data sheets and the maximum quantities of these materials that will be stored in storage areas;

(13) Current adopted codes;

(14) All drawings are to have the designer's seal applied to the system for which they are responsible. This is including, but not limited to, structural, mechanical, plumbing, electrical, sprinkler, elevator, and the like.

(d) In addition to the plan cover sheet, the designers shall provide a floor plan that provides the following information:

(1) Dimension lines indicating the distances to property lines, centerlines, of public ways and other structures;

(2) Locations of all partitions five feet, nine inches or taller;

(3) Locations of all rated corridors;

(4) Locations of all rated shafts;

(5) Locations of occupancy separation walls;

(6) Locations of all area separation walls;

(7) Locations of all exterior exits;

(8) Each room/area shall be labeled according to usage;

(9) Each room/area shall have its occupant load calculated and listed under its name/usage;

(10) Total number of restroom fixtures, based upon occupant load, according to the International Plumbing Code.

(e) For additions to existing structures, the designer shall provide all of the information set out in subsections (c) and (d) this section. This data shall be based upon the overall scope of the existing structure and the new addition combined.

(f) When applicable, an elevation certificate, as provided through the Federal Emergency Management Agency National Flood Insurance Program, shall be filed with the inspection department prior to the issuance of a certificate of occupancy.

(g) Plans and specifications shall include, but shall not be limited to:

(1) Site plan;

(2) Floor plan;

(3) Elevators (two sides minimum);

(4) Typical wall sections;

(5) Foundation, roof, and floor framing;

(6) Description of plumbing and HVAC systems;

(7) Description of electrical systems;

(8) Construction material specifications.

(Code 2000, § 15.24.050)

Title: Adoption of 2021 IPMC

Agenda Date: August 20, 2025

Presented By: Kory Krause, Director of Building & Neighborhood Development

Background

The following are a few of the changes from the 2015 to 2021 International Property Maintenance Code. The biggest change will be the last bullet point that will require the owner of the property to provide an action plan for repairs within two days of the property maintenance inspection. This will only be done when an immediate situation has been found during the inspection which constitutes fire and life safety issues.

- 101.3 Intent has been renamed 101.3 Purpose.
- Section 103 Department of Property Maintenance Inspection has been renamed Section 103 Code Compliance Agency.
- 103.4 Liability, 103.4.1 Legal Defense, have been moved to Section 105 Duties and Powers of The Code Official.
- Section 108 Unsafe Structures and Equipment has been renamed and moved to Section 111 Unsafe Structures and Equipment.
- I have added the following statement to the mechanical, electrical and plumbing sections when immediate attention is required to ensure safety standards for the tenants.

    1. *In the event that mechanical, electrical, or plumbing issues in a structure constitute a hazard (Life Safety, Health or Fire) to the occupants, the owner of the property shall provide an action plan for the repairs to the code official within two days of notice.*

Title:	Adoption of 2021 IPMC Codes
Agenda Date:	August 20, 2025
Presented By:	Kory Krause, Director of Building & Neighborhood Development

Background
The City of Emporia adopted the 2015 International Property Maintenance Code to help tenants out when landlords will not improve life safety requirements that need to be in place for their tenants. I would like to move forward in adopting the 2021 International Property Maintenance Code to align with all 2021 codes. Significant changes from the 2015 to 2021 IPMC amounts to moving subsections to a better-defined main section, or the renumbering of violations with no restructuring of wording for these specific violations.

In the event that mechanical, electrical, or plumbing issues in a structure constitute a hazard to the occupants, the owner of the property shall provide an action plan for the repairs to the code official within two days of notice.

Discussion
Discuss with commission an ordinance to move forward in adopting the 2021 IMPC with the relationship with our 2021 residential and commercial building codes.

Financial Considerations
Publication in the Gazette

Attachments
2015 to 2021 IPMC differences.

Title:	Building Permit Fee Schedule Increase
Agenda Date:	August 20, 2025
Presented By:	Kory Krause, Director of Building & Neighborhood Development

Background

The Building Trades Board unanimously approved last year that the city moves forward by increasing the building department's fee schedule pertaining to permit and inspection fees. The majority of the revenue generated for the BAND Department is based on building permits and inspection fees. As you know, the expenditure has been on the rise each year, but the revenue has not kept up with this department's expenditure. The building department has had big building projects in the last few years and has relied on the permit fees to generate that revenue.

In the event of a sudden decline in permit and inspection revenues due to declining construction and building projects in the city limits, the difference in the amount of revenue to expenditure will significantly increase the loss to the city and this department.

Discussion

Discuss with commission an ordinance to move forward for the permitting fee schedule increase to help in the future for expanding the Building and Neighborhood Development Department with more personnel to help with inspections, zoning ordinance and property maintenance violations.

Building Department Before Adding (Planning and Zoning, Community Development)

Year	Loss	Permit Fees Collected
2020 Actual	(-$56,469.00)	$184,372.00
2021 Actual	(-$89,951.00)	$221,130.00
2022 Actual	(-$162,220.00)	$312,553.00

Financial Considerations

Publication in the Gazette

Attachments

Current and proposed fee schedules.
Other municipalities base fee schedules.

TABLE 4 (A)
PERMIT AND INSPECTION FEES

1. Building Permits

Total Valuation	Fee
$1.00 to $500.00	$20.00
$501.00 to $2,000.00	$20.00 for the first $500.00 plus $2.67 for each additional $100.00 of fraction thereof, to and including $2,000.00.
$2,001.00 to $25,000.00	$60.00 for the first $2,000.00 plus $12.00 for each additional $1,000.00 or fraction thereof, to and including $25,000.00.
$25,001.00 to $50,000.00	$335.92 for the first $25,000.00 plus $8.66 for each additional $1,000.00 or fraction thereof, to and including $50,000.00.
$50,001.00 to $100,000.00	$552.53 for the first $50,000.00 plus $6.00 for each additional $1,000.00 or fraction thereof, to and including $100,000.00.
$100,001.00 to $500,000.00	$852.45 for the first $100,000.00 plus $4.67 for each additional $1,000.00 or fraction thereof.
$500,001.00 to $1,000,000.00	$2,718.65 for the first $500,000.00 plus$4.00 for each additional $1,000.00 or fraction thereof, to and including $1,000,000.00.
$1,000,001.00 and up	$4,718.15 for the first $1,000,000.00 plus $2.67 for each additional $1,000.00 or fraction thereof.

2. Permits, other than those covered under building permits. Fee is assessed by the number of inspections required.	Each Required Inspection $30.00
3. Manufactured Housing Moving, Setting & Utility Inspections	Each MH $50.00 per dwelling
4. Outside of normal business hours.	Each Inspection $50.00
5. Reinspection (due to incomplete or code violations)	Each Inspection $50.00

6. Plan review charges are included in our valuation fees unless, due to time restraints or the complexity of the plans, code services shall send the plans to the International Code Council for review. In that case the cost will be based on ICC's review fee.

Section 5 through Section 12. Reserved.

TABLE 4 (A)
PERMIT AND INSPECTION FEES

1. Building Permits

Total Valuation	Fee
$1.00 to $500.00	$15.00
$501.00 to $2,000.00	$15.00 for the first $500.00 plus $2.00 for each additional $100.00 of fraction thereof, to and including $2,000.00.
$2,001.00 to $25,000.00	$45.00 for the first $2,000.00 plus $9.00 for each additional $1,000.00 or fraction thereof, to and including $25,000.00.
$25,001.00 to $50,000.00	$252.00 for the first $25,000.00 plus $6.50 for each additional $1,000.00 or fraction thereof, to and including $50,000.00.
$50,001.00 to $100,000.00	$414.50 for the first $50,000.00 plus $4.50 for each additional $1,000.00 or fraction thereof, to and including $100,000.00.
$100,001.00 to $500,000.00	$639.50 for the first $100,000.00 plus $3.50 for each additional $1,000.00 or fraction thereof.
$500,001.00 to $1,000,000.00	$2,039.50 for the first $500,000.00 plus$3.00 for each additional $1,000.00 or fraction thereof, to and including $1,000,000.00.
$1,000,001.00 and up	$3,539.50 for the first $1,000,000.00 plus $2.00 for each additional $1,000.00 or fraction thereof.

2. Permits, other than those covered under building permits. Fee is assessed by the number of inspections required.	Each Required Inspection $15.00
3. Outside of normal business hours.	Each Inspection $40.00
4. Re-inspection (due to incomplete or code violations)	Each Inspection $50.00

5. Plan review charges are included in our valuation fees unless, due to time restraints or complexity of the plans, code services shall send the plans to the International Code Council for review. In that case the cost will be based on ICC's review fee.

Section 5 through Section 12. Reserved.

With this fee schedule, the net loss for the building department amounted to:

2020: (-$56,469.00) **2021**: (-$89,951.00) **2022**: (-$162,220.00)

In 2023 Building Inspections, Planning and Zoning, Property Maintenance and Community Development were combined to become the BAND Department.

Other Kansas municipalities base permit fees.

Base fees are the beginning of the permitting fee schedule based off of the valuation of the project. I have also included the current and proposed fee schedule tables for comparison.

	Base Fee
Sedgwick County/Wichita: $1.00 to $1,000	$40.00
Garden City: $.01 to $3,000.00	$29.00
Manhattan: $1.00 to $500.00	$19.00
Liberal: $0.01 to $1,000.00	$20.00
Leavenworth: $1.00 to $500.00	$24.00
Merriam: $1.00 to $500.00	$23.50
Johnson County: $1.00 to $500.00	$22.00
KC Wyandotte: $0 to $30,000.00	$30.00
Leawood: $0.00 to $500.00	$25.00
Great Bend: $1.00 to $2,000.00	$25.00
Emporia: $1.00 to $500.00	$15.00 currently/ $20.00 proposed