

Commission Meeting**11:00 a.m.****April 15, 2026**

The Governing Body of the City of Emporia, Kansas, met in Regular Session, Wednesday, April 15, 2026, with Mayor Smith presiding and Commissioners Duncan, Harter, Ogle and Steinkuhler present. Also present were City Manager Cocking, Deputy City Manager Detter, Assistant City Manager Wash, City Clerk Sull and City Attorney Montgomery.

Aaron Otto and Staci Hamman, Emporia Main Street Board Members, were in attendance to accept a proclamation declaring the week of May 3 through 9, 2026 as "National Small Business Week" in Emporia. For more than 60 years, the U.S. Small Business Administration has celebrated National Small Business Week to recognize the contributions of entrepreneurs and small business owners. The City of Emporia, in partnership with Emporia Main Street, recognizes that small businesses create jobs, foster innovation, strengthen our tax base and enhance our community's economic health. Supporting small businesses plays a vital role in the success of our community, contributing to a vibrant downtown and strong local economy. They encourage all residents to support and celebrate our local small businesses.

Mayor Smith then presented the proclamation.

Eric Paul, member the Natural Resources Advisory Board, was in attendance to accept a proclamation declaring April 22, 2026, as "Earth Day" in Emporia. On April 22, 1970, the first organized nationwide day was devoted to environmental awareness and education that was celebrated by an estimated 20 million Americans. This environmental awareness and education are celebrated worldwide in some 180 countries with participation of over 4,000 separate organizations. He urged all citizens to celebrate Earth Day and to remind each person of their right and responsibility to the wise use of this global home, to heal, preserve and improve the Earth and the quality of life for this and future generations, and to approach every day as an Earth Day.

Mayor Smith then presented the proclamation.

Lori Edie, representing the City Horticulturist, was in attendance to accept a proclamation declaring April 24, 2026, as "Arbor Day" in Emporia. She stated Arbor Day was first observed with the planting of more than a million trees in Nebraska and Arbor Day is now observed throughout the nation and the world. Trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife. Trees in our city increase property value, enhance the economic vitality of business areas and beautify our community. She stated in honor of the Mayor, the City is planting an Autumn Blaze Maple Tree. This is a fast-growing tree that has the potential of reaching 40 to 55 feet in height and 30 to 40 feet in diameter. The tree will be planted in Hammond Park at 1:00 p.m. on April 24, 2026, and the public is invited. She urged all citizens to celebrate Arbor Day, to support efforts to protect our trees and woodlands, and to plant trees to promote the well-being of this and future generations.

Mayor Smith 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.

**CITY COMMISSION
(Water Treatment Plant)
(Kansas Rural Water Association)
(Best-Tasting Water in Kansas Award)**

Daryn Martin, Assistant General Manager with KRWA, and Jeff Meek, Assistant Director of Public Works, were recognized and addressed the Governing Body. Daryn stated the City of Emporia was named "Best Tasting Water in Kansas" at the 57th Annual

KRWA Conference in Wichita, Kansas. There were 13 samples submitted and judged on clarity, smell and taste. The City of Emporia has earned 9 recognitions for its water quality throughout the years with KRWA "Best Tasting Water in Kansas" contest including this year's first-place award. Emporia will now advance to compete at the National Great America Water Taste Test in Washington, D.C. These awards highlight the City's ongoing commitment to high-quality drinking water and continued water infrastructure investment.

Jeff accepted the award from the Kansas Rural Water Association on behalf of the Water Treatment Plant.

**CITY COMMISSION
(Cedarbrook Meadows RHID)
(Development Agreement)**

Taylor Wash, Assistant City Manager, was recognized and addressed the Governing Body. She stated previously a Reinvestment Housing Incentive District (RHID) was established and adopted the Development Plan for Cedarbrook Meadows Addition project located at 4500 W. 18th Avenue. This Development Agreement outlines the construction of public and private infrastructure, including the Developer's responsibility for internal improvements and the City's role in completing 18th Avenue improvements. As part of the City's commitment, the Developer has agreed to dedicate a portion of RHID revenue to support public infrastructure improvements along 18th Avenue, recognizing the importance of contributing to infrastructure beyond the project site. The Development Agreement addresses how RHID revenues will be distributed between the City and the Developer. It also defined the process for reimbursement and eligible costs through RHID revenues, consistent with the structure approved by the City Commission. The agreement includes provision related to project timelines, reimbursement procedures, assignment of reimbursement rights, subject to City approval, and compliance with applicable state reporting requirements. The project will be a pay-as-you-go reimbursement structure. The Developer is funding all internal infrastructure improvements, and the City is not obligated to reimburse any costs beyond the amount of the RHID revenue generated and received. The City will fund the 18th Avenue improvements upfront and the Developer has agreed to allocate a portion of the

RHID revenues to reimburse the City for those costs. She stated 20% of early RHID revenues will be directed to the City, up to a capped amount of \$750,000.00. All reimbursements to both the City and the Developer are dependent on the tax revenue generated by the development over the period of the RHID, which is 25 years, through April 2051. Staff recommend approval of the Development Agreement between the City of Emporia and CrossWinds at Flint Hills, LLC for the Cedarbrook Meadows RHID.

Following further discussion, Commissioner Harter made a motion to approve the Development Agreement between the City of Emporia and CrossWinds at Flint Hills, LLC for the Cedarbrook Meadows RHID. Commissioner Steinkuhler seconded the motion. The vote follows: Commissioner Harter, aye; Commissioner Steinkuhler, aye; Commissioner Duncan, aye; Commissioner Ogle, and Mayor Smith, aye.

PLANNING AND DEVELOPMENT
(MAPC Excerpts of Regular Meeting Held 8-19-25)
(Application No. 2025-10 – Request of Crosswinds at Flint Hills, LLC)
(Final Plat Cedarbrook Meadows Addition)

The Planning Commission met in a regular session on Tuesday, August 19, 2025, with Chair Rogers presiding. Commissioners Bucklinger, Lingenfelter, Ogle, Fowler, Thomas, and Reed were present.

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

Chair Rogers called the meeting to order.

3. Planning Commission: Consider PC 2025-10 – A Request for Approval of a Final Plat – Cedarbrook Meadows – 4500 W 18th Ave.

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

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

Givens present the staff report.

STAFF REPORT

Application #: PC 2025-10

Applicants: Crosswinds At Flint Hills LLC
Owners: Crosswinds At Flint Hills LLC
Agents: Professional Engineering Consultants (PEC)

Requested Action: Approval of a Final Plat.

Purpose: Applicant desires to develop a 38-acre tract of land for single-family homes and commercial property

Address: 4500 W 18th Ave. North of W 18th Ave. – East of Road G

Legal description: See Exhibit A

Area Size: 38 +/- acres

Existing Zoning: Single-Family Detached / Commercial

Surrounding Zoning:

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

Surrounding Actual Uses:

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

Future Zoning in ELC Comp. Plan: Area was contemplated for a mixture of housing, parks, and commercial development.

Analysis: The applicant is proposing to develop a 38-acre tract of land with approximately 8 acres being dedicated to commercial development and the balance of the tract being dedicated for residential development. The applicant has been approved by the City Commission for a Planned Unit Development Overlay District. The Planned Unit Development will allow for the managed growth of the commercial and residential areas in accordance with the approved plan. There are several modifications to base zoning standards within the Planned Unit Development. The residential development centers on lots smaller than a typical greenfield-development. The lots are varied in size with 31 lots having a minimum square footage of 7,000 sq. ft. and 93 lots with a minimum square footage of 6,200 sq. ft.

Access for the development will come from both 18th Road and Road G and most lots will be served by a looped road system. A single hammerhead type road is proposed one

section of the development. Additionally, a walking trail is proposed that would link the northern most properties and the residential park reserve on the southern edge of the residential property.

At their August 6, 2025 meeting, the City Commission overrode the Planning Commission's recommendation and approved a Preliminary PUD/Plat, which would allow for 50 ft. lot widths and 6,240 sq. ft. minimum lot square footage.

Staff has provided the following information on the Final Plat as presented.

1. Plat Name: The proposed name of the development is Cedarbrook Meadows which meets requirements.

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

3. Lots: The final plat proposes 124 lots, which are labeled appropriately. The subject property is proposed to be developed as a Planned Unit Development, which will control lot size, building setbacks, and other development aspects. The development parameters for the residential area are listed below:

- **Minimum Lot Size:** Greenfield Standard: 9,000 sq. ft. – Infill Standard: 6,500 sq. ft.
 - Block D/Lots 11-16, Block E/Lots 1-13, and Block F/Lots 1-12: 6,960 sq. ft.
 - Block A/Lots 1-28, Block B/Lots 1-12, Block C/Lots 1-24, and Block D/Lots 1-10/17-24 6,240 sq. ft.
- **Minimum Lot Width:** Greenfield Standard: 60 ft. – Infill Standard: 40 ft.
 - All Lots – 52 ft.
- **Minimum Lot Depth:** Greenfield Standard: 120 ft. – Infill Standard: 120 ft.
 - All Lots – 120 ft.
- **Maximum Lot Coverage:** Greenfield Standard: 40% – Infill Standard: 50%
 - All Lots – 40%

4. Blocks: 6 blocks are shown and labeled appropriately A thru F

5. Building Lines: Greenfield Standard: 25 ft. – Infill Standard: 15 ft.

A front building setback line of 25 ft. is shown on the plat. The building setback line will provide room in front yards for automobile parking and provides needed space for the smaller lots that are proposed. Rear and Side Yards, while not required to be shown shall be set at 20 ft. rear and 5 ft. side yard minimums.

6. Easements: Easements for utilities are shown on the final plat. Both front and rear easements have been provided. The front easement of 15 ft. will be located within the front building setback. The Utility Advisory Board has reviewed the plat and no private utility has asked for additional easements at this time.

7. Reserves: 9 reserves have been provided:

- Reserve A is dedicated for open space, drainage, stormwater detention, recreational uses, private sidewalks, parking, landscaping, and utilities as confined to easements.
- Reserves B and C are dedicated for open space, entry monuments, landscaping, and utilities confined to easements.
- Reserves D and E are dedicated for open space, entry monuments, private sidewalks, berms, landscaping, and utilities confined to easements.
- Reserve F is dedicated for open space, drainage, stormwater detention, recreation uses, private sidewalk, parking, landscaping, and utilities confined to easements.
- Reserves G, H, and I are dedicated for open space, drainage, recreation uses, private sidewalk, landscaping, berms, and utilities confined to easements.
- The applicant indicates and is required to create an owner's association for the ownership and maintenance of the reserves. The documents creating the owner's association shall be provided prior to the final plat being approved by the City Commission.

8. Drainage: A drainage and grading plan is under review by the City Engineer and is subject to approval by the City Engineer prior to final plat being approved by the City Commission.

The applicant has provided for onsite detention to handle stormwater runoff in the form of two retention ponds located within Reserve A and Reserve F.

9. Public & Private Improvements:

- **Streets:**
 - An interconnected street network has been provided. One connection has been provided for ingress/egress to Road G. One connection has been provided to 18th Ave. for ingress and egress. A monument is provided for separation of vehicles entering and exiting the development at both locations.
 - 20th Street allows for the continuation to a future street to the east.
 - Campbell Street allows for the continuation to a future street to the north.
 - Campbell Ct. utilizes a hammerhead versus a traditional cul-de-sac to maximize space dedicated to reserve A. The hammerhead is of sufficient size for fire apparatus to maneuver. The applicant shall indicate whether parking will be allowed within the hammerhead and shall clearly mark parking areas and no parking areas as approved by the Fire Marshall when final road plans are approved.
 - The street naming utilizes the existing numerical street names. A corrected final plat shall show Avenue instead of Street for the numbered streets. Campbell Ct., Campbell St., and Keys St are acceptable names.

- **Sidewalks:** A 6 ft. sidewalk is shown on the Final PUD and is appropriately located on one side of each street. A walking path has been provided for in Reserve G, H, and I, and shall be installed when the corresponding street is built.
- **Sanitary Sewer:** A utility plan has been submitted and is pending review by the City Engineer. Sanitary Sewer will be provided within the street right of way in the front of each property or connected via a stub under the road. All sewer connections will be in the front of each house.
- **Water:** A utility plan has been submitted and is pending review by the City Engineer. Water service will be provided within the street right of way and each lot shall be connected by a stub either in the front yard or under the street.
- **Fire Protection:** The fire marshal shall approve the location of all fire hydrants prior to final road and utility plans being approved.
- **Private Utilities:** Space has been provided in both the front and rear of properties for private utility easements. The easements are of ample size necessary for development. No private utility has requested additional easement at this time.

10. Miscellaneous:

- All maintenance agreements and other requirements concerning the Planned Unit Development and Owners Association shall be provided for review prior to approval by the City Commission of the Final Plat / PUD.

Process for Approval: Once a Preliminary Plan/Plat has been approved by the City Commission, the Planning Commission is tasked with determining whether the Final Plat is in substantial conformity with the approved Preliminary Plat and recommend to the City Commission, that it accept.

Neighborhood Communications: At the time of writing the report staff has had discussion with one property owner concerning the development. No objection was stated at that time.

Recommendation: Staff recommends the Planning Commission recommend approval of the Final Plat based on its substantial conformance with the Preliminary Plat.

Attachments: Aerial Map | Zoning Map | Revised Preliminary Plat | Final Plat | Utility Plan

The Public Hearing was opened.

Lance Onstott, Professional Engineering Consultants (agent for the applicant) spoke on behalf of the applicant and in support of the Final Plat.

No Person Spoke Against the Final Plat.

The Public Hearing was closed.

Commissioner Reed made a motion to approve the Final Plat to the Governing Body based on a finding that it conforms to the Subdivision Regulations. Commissioner Lingenfelter seconded the motion. The motion carried 7-0.

Justin Givens, Interim Director, Building & Neighborhood Development, was recognized and addressed the Governing Body. He stated the owners of the property located at 4500 W. 18th Avenue and generally located in the northeast corner of Road G and W. 18th Avenue, have requested that a final plat be approved for their property. The property consists of approximately 38-acres that will be dedicated to 124 residential lots, and 8-acres for commercial development. The property will be developed under a Planned Unit Development that creates changes to the minimum lot size and maximum lot coverage allowed under normal subdivision regulations and modifies front building setback line. An RHID was created to address the financing of the infrastructure improvements that the developer is responsible for. The plat has been revised to and updated for current members of the Governing Body and planning Commission as well as dates corrected to 2026. At their August 19, 2025, regular meeting, the Planning Commission voted unanimously to recommend approval of the Final Plat for property located at 4500 W. 18th Avenue, Cedarbrook Meadows Addition.

Commissioner Harter made a motion to approve the final plat for Cedarbrook Meadows Addition. Commissioner Ogle seconded the motion. The vote follows: Commissioner Harter, aye; Commissioner Ogle, aye; Commissioner Duncan, aye; Commissioner Steinkuhler, aye; and Mayor Smith, aye.

BONDS
(Intent to Issue General Obligation Bonds - Series 2026)
(Storm Sewer Improvements)
(Resolution Number 3791)

Deputy City Manager Detter was recognized and addressed the Governing Body. He stated the collapse of the Storm Sewer on 10th Avenue and Commercial Street has created an immediate and longer-term need for repairs of the storm sewer in the area.

The City Engineer is estimating the costs to repair the storm sewer between 8th Avenue and 10th Avenue on Commercial Street will be approximately \$850,000. Additionally, staff would like to add \$150,000 to the bond issue to cover potential cost overruns on the project and to finance a portion of the costs of Industrial Park II storm sewer. The plan is to increase the size of the Series 2026 Bond issue to \$14.2 million, adding \$1,000,000 to the Bond issue. The additional \$1,000,000 will create \$72,000 in debt service on the bond issue over 20 years. Staff recommend approval of Resolution Number 3791 authorizing the financing of storm sewer improvements in the City of Emporia.

Commissioner Duncan made a motion to approve Resolution Number 3791 authorizing the financing of Storm Sewer improvements in the City of Emporia. Commissioner Steinkuhler seconded the motion. The vote follows: Commissioner Duncan, aye; Commissioner Steinkuhler, aye; Commissioner Harter aye; Commissioner Ogle, aye; and Mayor Smith, aye.

**PAVING
 (2026 Street Rehabilitation Project No. PV2601)
 (Various Locations Within City Limits)
 (Bids)**

Jim Ubert, City Engineer, was recognized and addressed the Governing Body. He stated bids were received for the 2026 Street Rehabilitation Project No. PV2601 for various locations around the city including milling and asphalt overlay, replacement of select curb and gutter sections and some sidewalk/ADA ramp improvements. The bids are as follows:

BID TABLUATION FOR 2026 STREET REHABILITATION PROJECT

| Contractor | Base Bid | Add Alt. No. 1 | Add Alt No. 2 | Add Alt No. 3 | Add Alt No. 4 | Add Alt No. 5 |
|----------------------------|----------------------|--------------------|---------------------|--------------------|--------------------|--------------------|
| APAC-KS | \$ 921,895.67 | \$48,426.03 | \$ 88,691.62 | \$59,217.38 | \$10,299.98 | \$49,428.85 |
| Killough Construction. | \$1,013,765.56 | \$55,520.04 | \$103,273.70 | \$67,590.66 | \$15,806.37 | \$59,381.84 |
| Bettis Asphalt & Const. | \$1,148,989.81 | \$56,858.50 | \$ 98,306.25 | \$98,240.16 | \$16,778.27 | \$89,764.50 |
| Engineer's Estimate | \$1,024,261.50 | \$58,517.50 | \$110,781.25 | \$64,692.00 | \$17,715.00 | \$50,717.50 |

The project will be funded by the City's Multi-Year Fund/County sales tax. Staff recommend awarding the Base Bid plus all Add Alternates to APAC-Kansas Shears Division in the amount of \$921,895.67 + \$48,426.03 + \$88,691.62 + \$59,217.38 + \$10,299.98 + \$49,428.85 = \$1,177,959.53 for the 2026 Street Rehabilitation Project No. PV2601.

Commissioner Harter made a motion to award the Base Bid plus all Add Alternates to APAC-Kansas Shears Division in the amount of \$1,177,959.53. Commissioner Steinkuhler seconded the motion. The vote follows: Commissioner Harter, aye; Commissioner Steinkuhler, aye; Commissioner Duncan, aye; Commissioner Ogle, aye; and Mayor Smith, aye.

ENGINEERING
(Agreement with Kansas Department of Transportation)
(Request to Exchange Federal Funds)

Jim Ubert, City Engineer, was recognized and addressed the Governing Body. He stated the Kansas Department of Transportation allows the City, the Local Public Agency (LPA), to trade all or a portion of our federal fund allocations in the upcoming 2026 year with KDOT in exchange for state transportation dollars. This provides the City more flexibility on the projects the City needs and is a cost-effective way to spend the funds. He stated the exchange rate for the 2026 program is \$0.90 of state funds for every \$1.00 of local federal obligation authority exchanged. The monies received in the program each year are reimbursed from qualified paving projects from the previous year. The City will continue to spend the monies received to be eligible for future reimbursements. The current amount of federal funding allocated to Emporia is \$348,558.90 with the available funds after exchange at \$313,703.01. The federal aid/Federal Fund Exchange program monies can no longer be banked at KDOT and must be captured each year by the LPA. He stated staff recommend approval of the request to exchange federal funds.

Commissioner Harter made a motion to approve the request to exchange federal funds under the Federal-Air Exchange Master Agreement for the year 2026 and authorize the Mayor to sign the 2026 attachment to the Master Agreement. Commissioner Ogle

seconded the motion. The vote follows: Commissioner Harter, aye; Commissioner Ogle, aye; Commissioner Duncan, aye; Commissioner Steinkuhler, aye and Mayor Smith, aye.

**PUBLIC LANDS AND FACILITIES
(Equipment Purchase – Wide Area Rotary Mower)
(Bids)**

Kevin Hanlin, Director of Public Lands and Facilities, was recognized and addressed the Governing Body. He stated the park system contains 320 acres that is maintained with five wide area mowers. These mowers are utilized to mow over 25 other locations that are either along road right of ways or City facilities. This is a necessary purchase due to the demand placed on the equipment and the condition of the unit being replaced. The mower being replaced will be sold on Purple Wave. The bids are as follows:

BID TABULATION FOR WIDE AREA MOWER

| Vendor | Make | Model | Cost |
|-----------------------------|-------------------|----------------------------|--------------------|
| <i>Prairieland Partners</i> | <i>John Deere</i> | <i>1600 WAM w/127" cut</i> | <i>\$72,319.94</i> |
| Pro Turf Products | Toro Zmaster 7500 | 72144 w/144" cut | \$73,510.23 |
| KS Golf and Turf | Jacobsen | HR600 w/137" cut | \$92,303.00 |
| Professional Turf Products | Toro GM 4000 | 30609 w/132" cut | \$99,167.22 |

This mower will be paid for from the Special Park Fund. Staff recommend award the bid of the John Deere with 127" cut from Prairieland Partners in the amount of \$72,319.94.

Commissioner Harter made a motion to approve the purchase of the John Deere with 127" cut from Prairieland Partners in the amount of \$72,319.94 to be paid from Special Park Fund. Commissioner Steinkuhler seconded the motion. The vote follows: Commissioner Harter aye; Commissioner Steinkuhler, aye; Commissioner Duncan, aye; Commissioner Ogle, aye; and Mayor Smith, aye.

**CITY COMMISSION
(State of Kansas Rehabilitation Tax Credit Program)
(Bids)**

Janet Harrouff, Director of Finance, was recognized and addressed the Governing Body. She stated the City applied for a rehabilitation project through the State of Kansas Rehabilitation Tax Credit Program for the remodeling of the Police Department Lobby and

rehabilitation of the elevator. The total costs of the projects were \$670,748. The project qualified for a tax credit of \$268,299, which is 40% of the total expenditure. Solicitations were submitted to 8 organizations, and 3 bids were received as follows:

BID FOR TAX CREDIT SALE:

| | | |
|------------------------|-------|--------------|
| Emprise Bank | .9225 | \$247,506 |
| Clock Tower Tax Credit | .9176 | \$246,191.16 |
| ESB Financial | .90 | \$241,470 |

Staff recommend approving the bid from Emprise Bank in the amount of \$247,506.

Commissioner Harter made a motion to approve the bid from Emprise Bank in the amount of \$247,506. Commissioner Ogle seconded the motion. The vote follows: Commissioner Harter, aye; Commissioner Ogle, aye; Commissioner Duncan, aye; Commissioner Steinkuhler, aye; and Mayor Smith, aye.

**CITY COMMISSION
(Kansas Department of Health and Environment)
(KDHE Project Code: C3-056-73721)
(1542 South Highway 99 – Previous Fanestil Meats Site)
(Environmental Use Control Agreement)**

City Manager Cocking stated the City of Emporia accepted a Pre-Disaster Mitigation Grant from the Federal Emergency Management Agency in 2021 to fund relocation of the Fanestil Meat production plant out of the floodplain. The Environment Use Control Agreement with KDHE is the final step in the review process for the former plant site at 1542 South Highway 99. This agreement restricts excavation at the property and prohibits future residential or other public use of the site. KDHE will monitor and inspect the property every five years. The City must provide written notice to KDHE for and transfer of the property of any change in land use. The Agreement will be recorded with the Lyon County Register of Deeds and run with the land binding future owners. Escrow funds provided by Smoots Enterprises II, LLC will be used to pay KDHE \$9,600 for future monitoring inspections. Staff recommend approval of the KDHE Environmental Use Control Agreement and authorize the Mayor to sign.

Commissioner Harter made a motion to approve the KDHE Environmental Use Control Agreement and authorized the Mayor to sign. Commissioner Ogle seconded the motion. The vote follows: Commissioner Harter, aye; Commissioner Ogle aye; Commissioner Duncan, aye; Commissioner Steinkuhler, aye; and Mayor Smith, aye.

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

This is the time for the City Manager to make comments and reports to the public. **The following is general information for the month of March 2026 for the community:**

1. Monthly Local Retail Sales Tax Receipts Update

| | | | |
|------------|------------------------|-----------------------|---|
| | 2025 | 2026 | Decrease of \$7,015.97 for the month, and Overall increase of 2.32% from year 2025. |
| | \$ 474,856.47 | \$ 467,840.50 | |
| YTD | \$ 1,648,125.38 | \$1,686,373.60 | |

2. City Share from County Tax

| | | | |
|------------|----------------------|----------------------|---|
| | 2025 | 2026 | Increase of \$3,020.59 for the month, and Overall increase of 5.47% from year 2025. |
| | \$ 245,278.98 | \$ 248,299.57 | |
| YTD | \$ 842,817.02 | \$ 891,539.71 | |

Building Permits issued from 3/1/2026 to 3/31/2026 for new construction, remodeling/repairs and demolition.

| | |
|---|-----------------|
| Total number of building permits issued through Code Services: | 51 |
| Total valuations associated with those building permits: | \$ 6,926,405.68 |
| Total number of dollars collected for Building Permit Fees: | \$ 6,895.50 |
| Construct – Single-family dwellings | 0 |
| Demo – Single-family dwellings | 0 |

| | |
|--|---------------------|
| Flint Hills Mall CID for March 2026 | \$ 10,159.50 |
| YTD | \$ 46,630.71 |

| | |
|-------------------------------------|----------------------|
| Pavilions CID for March 2026 | \$ 12,975.62 |
| CID #2 | \$ 12,975.62 |
| YTD | \$ 129,054.88 |

| | |
|--|---------------------|
| Fairview Hotel CID for March 2026 | \$ 5,416.36 |
| YTD | \$ 16,593.95 |

West Plaza CID for March 2026
YTD

\$ 6,209.78
\$ 24,529.49

Consent Agenda

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

- a. Commission Minutes of the Regular Meeting held on April 1, 2026.
- b. Request for Extension at 417 Commercial Street for CDBG Commercial Rehab Grant.

The vote follows: Commissioner Harter, aye; Commissioner Ogle, aye; Commissioner Duncan, aye; Commissioner Steinkuhler, aye; and Mayor Smith, aye.

CITY COMMISSION (City Manager's Report)

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

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

TENTATIVE AGENDA FOR WEDNESDAY MAY 6, 2026, MEETING.

- Proclamation Recognizing May 17-23 as National Public Works Week.
- Proclamation Recognizing May 10-16 as National Police Week.
- Proclamation Recognizing May 2026 as Community Action Month.
- Proclamation Recognizing Walk, Run and Bike Days.
- Resolution Authorizing Sale of GO Bond Series 2026.
- Ordinance Authorizing Issuance of GO Bond Series 2026.
- Rezone Property Located at 615 Overlander Road.
- Authorize Conditional Use Permit for Property at 615 Overlander Road.
- Authorize Conditional Use Permit for Property at 2606 W. Hwy 50.
- Annual Operation and Maintenance Assurance Agreement with Kansas Department of Wildlife Parks and Tourism.
- Resolution of Support for KDOT TA Project.
- Award Safe Streets for All (SS4A).
- Jones Aquatic Agreement for 2026.

- **Study Session:**
- Discuss Solid Waste Master Plan.

**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 Harter made a motion to recess into Executive Session for 45 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 a third party. The open meeting will resume in this room at approximately 12:25 p.m. Commissioner Duncan seconded the motion. The vote follows: Commissioner Harter, aye; Commissioner Duncan, aye; Commissioner Ogle, aye; Commissioner Steinkuhler, aye; and Mayor Smith, aye.

Upon reconvening the meeting in Regular Session at 12:25 a.m., this same date, in the City Commission Meeting Room, Commissioner Harter made a motion to continue the executive session discussion for the reason stated previously with all the same pertinent city staff and resuming the open meeting at approximately 12:47 p.m. Commissioner Ogle seconded the motion. The vote follows: Commissioner Harter, aye; Commissioner Ogle, aye; and Commissioner Duncan, aye. Commissioner Steinkuhler and Mayor Smith were not present at the time of the vote.

Upon reconvening the meeting in Regular Session at 12:47 p.m., this same date, in the City Conference Meeting Room, Mayor Smith stated they had discussed confidential data of a third party relating to economic development and no action was taken.

Commissioner Duncan made a motion to recess the meeting until 12:55 p.m. at the Evora Wheeler Conference Room. Commissioner Ogle seconded the motion. The vote follows: Commissioner Duncan, aye; Commissioner Ogle, aye; Commissioner Harter, aye; Commissioner Steinkuhler, aye; and Mayor Smith, aye.

The following items were discussed at the Study Session:

Recommendation from MUPP Board for Comprehensive Bicycle and Pedestrian Plan.

Recommendation for Emporia Bike Playground and Park Proposal.

Discuss Electric Franchise Agreement with Evergy.

Ball Park Discussion.

Discuss Flint Hills Crossing City Street Lighting and Conduit Installation.

ENGINEERING

Flint Hills Crossing

Street Lighting and Conduit Installation

Jim Ubert, City Engineer, stated the Community Improvement District (CID) Development Agreement for Flint Hills Crossing had an allowance of \$155,000 for electrical, street lighting, gas and telecommunication extension improvements. At the request of the Developer, the proposed City street light poles selected are steel poles and to put the conduit underground rather than above ground. The installed cost of 5 steel poles is \$5,451.00 each for a total of \$27,255.00 from Evergy. Additionally, there is an estimated 1,300 LF of conduit and pull rope installed at an estimated extra cost range between \$30,000 to \$40,000. Evergy will connect the proposed streetlights and will maintain with the other streetlights already in inventory throughout town. The costs are CID reimbursable costs that the City is first in line for repayment. Staff recommend proceeding with steel light poles and bid out the trenching and conduit installation.

Commissioner Duncan made a motion to authorize the City Manager for up to \$155,000 for costs related to the street lights and conduit installation. Commissioner Harter seconded the motion. The vote follows: Commissioner Duncan, aye; Commissioner Harter, aye; Commissioner Ogle, aye; Commissioner Steinkuhler, aye; and Mayor Smith, aye.

Discuss Additional Scope to Commercial St. & 10th Avenue Storm Sewer Repair.

ENGINEERING

Commercial St. & 10th Avenue

Additional Storm Sewer Repairs

Jim Ubert, City Engineering, stated Nowak Construction Company, Inc. has repaired the immediate collapse of the storm sewer on Commercial St. & 10th Avenue. Further investigation of the storm sewer shows more damage past the immediate repairs on Commercial St. to the alley on 10th Avenue. He stated with all the downtown activities scheduled with Emporia Main Street; he was not comfortable opening the street to traffic risking another collapse. Nowak Construction Company has just finished up the SE Transmission Line and has an opportunity and time to complete the work. Nowak has access to storm sewer pipe and if given notice to proceed today can proceed with the work immediately and get ahead of the scheduled events in the downtown area.

Following further discussion, Commissioner Duncan made a motion approving Change Order No.1 to Nowak Construction Company, Inc., in the amount of \$235,878.00, for Storm Sewer repairs from Commercial Street to the alley on 10th Avenue. Commissioner Ogle seconded the motion. The vote follows: Commissioner Duncan, aye; Commissioner Ogle, aye; Commissioner Harter, aye; Commissioner Steinkuhler, aye; and Mayor Smith, aye.

Commissioner Harter then made motion to adjourn. Commissioner Ogle seconded the motion. The vote follows: Commissioner Harter, aye; Commissioner Ogle, aye; Commissioner Duncan, aye; Commissioner Steinkuhler, aye; and Mayor Smith, aye.

Becky Smith

Becky Smith, Mayor

ATTEST:

Kerry Sull
Kerry Sull, City Clerk

