



**MEETING OF THE CITY COMMISSION - AGENDA
WEDNESDAY, FEBRUARY 1, 2023 AT 11:00 AM
CITY COMMISSION CHAMBER**

ORDER OF BUSINESS

CALL MEETING TO ORDER Mayor Danny Giefer

MEMBERS PRESENT

Vice Mayor Susan Brinkman
Commissioner Erran Harter
Commissioner Jamie Sauder
Commissioner Becky Smith

PROCLAMATIONS

Proclamation Recognizing February 17th as Emporia State University Day in Emporia.
To Accept: Bella Price, ASG President for Emporia State University

PUBLIC FORUM

The public is invited to make comments at this time. Please limit comments to two (2) minutes each. Hate speech, profanity, and defamation are not allowed. Please state your name and address prior to making comments.

NEW BUSINESS

- 1) **Kansas Ready Mixed Concrete Association Project Award – City of Emporia Water Intake Improvements on the Neosho River.**

Presented by: Jim Ubert, City Engineer

Recommended Action: Accept Kansas Ready Mixed Concrete Association Project Award – City of Emporia Water Intake Improvements on the Neosho River.

- 2) **Contract Amendment/Request No. 1 for 2021 CDBG Lift Station Improvements Time Extension of Six Months.**

Presented by: Garrett Nordstrom, Governmental Assistance Services

Recommended Action: Approve Contract Amendment/Request No. 1 for 2021 CDBG Lift Station Improvements Time Extension of Six Months.

- 3) **Resolution No. 3691 of Support for Mahnopoly, LLC Kansas for Housing Investor Tax Credit.**

Presented by: Jim Witt, Special Projects Coordinator

Recommended Action: Approve Resolution No. 3691 of Support for Mahnopoly, LLC for Kansas Housing Investor Tax Credit.

4) **Resolution No. 3692 of Support for Capitol Holdings, LLC for Kansas Housing Investor Tax Credit.**

Presented by: Jim Witt, Special Projects Coordinator

Recommended Action: Approve Resolution No. 3692 of Support for Capitol Holdings, LLC for Kansas Housing Investor Tax Credit.

5) **Appointment of New Member to the Emporia Human Relations Commission.**

Presented by: Jeff Lynch, Community Development Coordinator

Recommended Action: Appoint candidate Amy Gajda to the Emporia Human Relations Commission.

COMMUNICATIONS

Presented by Trey Cocking, City Manager.

- 1) MUPP Board Minutes for January 10, 2023, Meeting.
- 2) NRAB Minutes for November 30, 2022, Meeting.

CONSENT AGENDA

Presented by Trey Cocking, City Manager.

- 1) Commission Meeting Minutes for January 18, 2023.

INFORMATIONAL ITEMS

Presented by Trey Cocking, City Manager.

- 1) Informational Items

GOVERNING BODY COMMENTS

Mayor Danny Giefer

Vice Mayor Susan Brinkman

Commissioner Erren Harter

Commissioner Jamie Sauder

Commissioner Becky Smith

EXECUTIVE SESSION

- 1) AN EXECUTIVE SESSION FOR DISCUSSIONS RELATING TO DATA RELATED TO FINANCIAL AFFAIRS OR TRADE SECRETS OF CORPORATIONS, PARTNERSHIPS, TRUSTS, AND INDIVIDUALS RELATED TO POTENTIAL ECONOMIC DEVELOPMENT PROJECTS. K.S.A. 75-4319(B)(4) IS THE AUTHORITY FOR THIS RECESS INTO EXECUTIVE SESSION.

Recess into an Executive Session to discuss confidential matters of a third party for a potential development project for 15 minutes and stating at which time the open meeting will resume.

RECESS

Recess to Conference Room 1AB for Study Session

STUDY SESSION AGENDA ITEMS

- 1) 2022 Year End Summary.
- 2) Hammond Park Culverts Stormwater Improvements Project
- 3) Skate Park Survey.
- 4) Fireworks Stand Permit Fees.

ADJOURNMENT



PROCLAMATION

WHEREAS, Emporia State University has maintained and continuously created a momentous mission to empower people and communities through education; and

WHEREAS, Emporia State University provides access and opportunity for state, regional, national, and international experiences to the City of Emporia through its vision, mission, values; and

WHEREAS, Emporia State University continually strives to thrive in and embrace an ever-changing, diverse world in providing programs for students and community members to gain a sense of respect and responsibility to advance the common good of our state, nation, and world; and

WHEREAS, Lyon County, the City of Emporia, and Emporia State University continue to build a University Community that strives for excellence in presenting campus and community opportunities, and commits to service to positively impact our campus and local communities; and

WHEREAS, Emporia State University will commence to celebrate its 160th anniversary on Founders' Day, February 17th, 2023;"

NOW, THEREFORE, I, Susan Brinkman, Vice-Mayor of the City of Emporia, Kansas, do hereby proclaim February 17th, 2023, as

"EMPORIA STATE UNIVERSITY DAY"

in Emporia, Kansas, and urge all Emporians to join together, going forward hand in hand, as we celebrate the founding of Emporia State University.

On this 1st Day of February 2023

ATTEST:

Susan Brinkman, Vice-Mayor

Kerry Sull, City Clerk



Commission Action Report

Title: Kansas Ready Mixed Concrete Association Project Award – City of Emporia Water Intake Improvements on the Neosho River

Proposed Agenda Date: February 1, 2023

Presented By: Jim Ubert, City Engineer

BACKGROUND:

At the 2022 KS Ready Mixed Concrete Association Awards Program in Olathe, KS, City of Emporia staff were presented with a plaque for our Water Intake Improvements Project on the Neosho River that was completed in the summer of 2022. The project was designed and inspected by BG Consultants. The City of Emporia along with projects from Sterling, Victoria, and Hutchinson were awarded this distinction at the 56th Annual KAPA-KRMCA convention on January 12, 2023. All state entries will be automatically entered into the American Concrete Institute Concrete Construction Awards Program for consideration later this year.

DISCUSSION:

N/A

FINANCIAL CONSIDERATIONS:

N/A

OTHER CONSIDERATIONS:

N/A

RECOMMENDED ACTION:

N/A

ATTACHMENTS:

N/A



Commission Action Report

Title: Contract Amendment/Request No. 1 for 2021 CDBG Lift Station Water Intake Improvements Time Extension of Six Months

Proposed Agenda Date: February 1, 2023

Presented By: Garrett Nordstrom, Governmental Assistance Services

BACKGROUND:

We are requesting a 6-month time extension for the CDGB Lift station improvements project. The construction has been delayed due to supply chain issues, which are beyond the control of the City and the contractor. We have been assured by the contractor the project will be completed by August 31, 2023.

DISCUSSION:

N/A

FINANCIAL CONSIDERATIONS:

N/A

OTHER CONSIDERATIONS:

N/A

RECOMMENDED ACTION:

Approve Contract Amendment/Request No. 1 for 2021 CDBG Lift Station Water Intake Improvements Time Extension of Six Months.

ATTACHMENTS:

Time Extension Request Letter to Ginny Eardley Kansas Department of Commerce
Contract Amendment/Request No.1 Form



February 1, 2023

Ginny Eardley
Kansas Department of Commerce
1000 SW Jackson St
Suite 100
Topeka, KS 66612

RE: CDBG Lift Station Improvements 21-PF-020 Time Extension Request

Ms. Eardley,

The City of Emporia, Kansas is requesting a 6-month time extension for our CDBG Lift Station improvements project No. 21-PF-020.

Unfortunately, construction was delayed due to supply chain issues, which was beyond the control of the city and the contractor. The city has been assured by the contractor that the project will be completed by the newly requested completion date of 8/31/23.

Thank you for your consideration.

Susan Brinkman
Vice-Mayor
Emporia, Kansas

CONTRACT AMENDMENT/REQUEST #1



Commission Action Report

Title: Resolution No. 3691 of Support for Mahnopoly, LLC Kansas HITC Credits

Proposed Agenda Date: February 1, 2023

Presented By: Jim Witt, Special Projects Coordinator

BACKGROUND:

The Kansas Housing Investment Tax Credit program was created in May of 2022 when Governor Kelly signed into law two bi-partisan bills which allocated \$62 million dollars to state housing programs in order to address the housing supply issue in Kansas.

DISCUSSION:

The applications are due to the Kansas Housing Resource Corporation which administers the state housing programs related to the \$62 million on February 17, 2023. The application is prepared by the applicants themselves assisted on an as-needed basis by city staff. The Mahnopoly application is for tax credits to support the construction of 9 single-family units in the Mahtropolis subdivision.

FINANCIAL CONSIDERATIONS:

No city funds are involved in the Kansas HITC program.

OTHER CONSIDERATIONS:

None

RECOMMENDED ACTION:

Approve Resolution No. 3691 of Support for Mahnopoly, LLC Kansas HITC Credits.

ATTACHMENTS:

Resolution No. 3691

RESOLUTION NO. 3691

A RESOLUTION AUTHORIZING THE PREPARATION AND SUBMITTAL OF AN APPLICATION TO THE KANSAS HOUSING RESOURCES CORPORATION (KHRC) FOR THE KANSAS HOUSING INVESTOR TAX CREDIT (HITC) PROGRAM.

WHEREAS, the Housing Investor Tax Credit (HITC) Program authorizes Builders or Developers with Projects located in Counties with a population of less than 75,000 to apply; and

WHEREAS, the County has a population of less than 75,000 and, therefore, constitutes an eligible County as said term is defined by the HITC program; and

WHEREAS, the Mahnopoly, LLC (the "Developer") Developer of the Mahtropolis Project desires to apply for HITC; and

WHEREAS, the Developer will apply for nine (9) HITC credits in association with the Project; and

BE IT RESOLVED by the Governing Body of the City of Emporia, Kansas:

SECTION 1. The governing body hereby finds and determines that there is a shortage of quality housing of various price ranges in the City despite the best efforts of public and private housing developers.

SECTION 2. The governing body hereby finds and determines that the shortage of quality housing can be expected to persist and that additional financial incentives are necessary in order to encourage the private sector to construct or renovate housing in the City.

SECTION 3. The governing body hereby finds and determines that the shortage of quality housing is a substantial deterrent to future economic growth and development in the City.

SECTION 4. The Governing Body hereby offers support of application for the HITC to the Kansas Housing Resources Corporation for the Mahtropolis Project developed for nine (9) HITC's.

SECTION 5. That this resolution shall be in full force and effect from and after its adoption.

APPROVED AND ADOPTED BY the Governing Body of the City of Emporia on this 1st Day of February 2023.

Susan Brinkman, Vice Mayor

ATTEST:

Kerry Sull, City Clerk



Commission Action Report

Title: Resolution No. 3692 of Support for Capitol Holdings, LLC Kansas HITC Credits

Proposed Agenda Date: February 1, 2023

Presented By: Jim Witt, Special Projects Coordinator

BACKGROUND:

The Kansas Housing Investment Tax Credit program was created in May of 2022 when Governor Kelly signed into law two bi-partisan bills which allocated \$62 million dollars to state housing programs in order to address the housing supply issue in Kansas.

DISCUSSION:

The applications are due to the Kansas Housing Resource Corporation which administers the state housing programs related to the \$62 million on February 17, 2023. The application is prepared by the applicants themselves assisted on an as-needed basis by city staff. The Capitol Holding application will assist in the construction of four (4) duplexes at 1023 and 1025 Merchant Street. The result will be eight (8) new units of housing for the community.

FINANCIAL CONSIDERATIONS:

No city funds are involved in the Kansas HITC program.

OTHER CONSIDERATIONS:

None

RECOMMENDED ACTION:

Approve Resolution No. 3692 of Support for Capitol Holdings, LLC Kansas HITC Credits.

ATTACHMENTS:

Resolution No. 3692

RESOLUTION NO. 3692

A RESOLUTION AUTHORIZING THE PREPARATION AND SUBMITTAL OF AN APPLICATION TO THE KANSAS HOUSING RESOURCES CORPORATION (KHRC) FOR THE KANSAS HOUSING INVESTOR TAX CREDIT (HITC) PROGRAM.

WHEREAS, the Housing Investor Tax Credit (HITC) Program authorizes Builders or Developers with Projects located in Counties with a population of less than 75,000 to apply; and

WHEREAS, the County has a population of less than 75,000 and, therefore, constitutes an eligible County as said term is defined by the HITC program; and

WHEREAS, the Capitol Holdings, LLC (the "Developer") Developer of the Revitalize Emporia Project at 1023 and 1025 Merchant desires to apply for HITC; and

WHEREAS, the Developer will apply for eight (8) HITC credits in association with the Project; and

BE IT RESOLVED by the Governing Body of the City of Emporia, Kansas:

SECTION 1. The governing body hereby finds and determines that there is a shortage of quality housing of various price ranges in the City despite the best efforts of public and private housing developers.

SECTION 2. The governing body hereby finds and determines that the shortage of quality housing can be expected to persist and that additional financial incentives are necessary in order to encourage the private sector to construct or renovate housing in the City.

SECTION 3. The governing body hereby finds and determines that the shortage of quality housing is a substantial deterrent to future economic growth and development in the City.

SECTION 4. The Governing Body hereby offers support of application for the HITC to the Kansas Housing Resources Corporation for the Revitalize Emporia Project developed by Capitol Holdings, LLC for eight (8) HITC's.

SECTION 5. That this resolution shall be in full force and effect from and after its adoption.

APPROVED AND ADOPTED BY the Governing Body of the City of Emporia on this 1st Day of February 2023.

Susan Brinkman Vice-Mayor

ATTEST:

Kerry Sull, City Clerk



Commission Action Report

Title: Appointment of New Member to the Emporia Human Relations Commission

Proposed Agenda Date: February 1, 2023

Presented By: Becky Smith and Danny Giefer

BACKGROUND:

The Emporia Human Relations Commission has one opening and is seeking to fill it with a qualified candidate.

DISCUSSION:

Applicant Amy Gajda was interviewed by City Commissioners Danny Giefer and Becky Smith for a position on the Emporia Human Relations Commission in August 2022. At that time the candidate had only resided in Emporia for a few months, so a different candidate was selected.

There are no other applicants for this board position. At the staff's request, Commissioners Giefer and Smith agreed to approve moving forward with candidate Gajda to fill the open position set to expire on June 1, 2025.

FINANCIAL CONSIDERATIONS:

N/A

OTHER CONSIDERATIONS:

N/A

RECOMMENDED ACTION:

Appoint candidate Amy Gajda to the Emporia Human Relations Commission.

ATTACHMENTS:

City board Application.

APPLICATION FOR ADVISORY BOARD MEMBERSHIP

DATE: 08/22/2022

NAME: Amy E Gajda
First Name MI Last Name

ADDRESS: 511 Wilson St
Street
Emporia
City
☐ KS 66801
State ZIP

Email: agajda1987@gmail.com

PHONE: 810-623-7394

PLACE OF EMPLOYMENT: Government Employee - Kansas Department of Health and Environment

HOW LONG HAVE YOU BEEN A RESIDENT OF EMPORIA? About 3 months. Recently moved here from Texas.

ADVISORY BOARD(S) YOU ARE INTERESTED IN:

Emporia Community Foundation, *Human Relations Commission*

BRIEFLY DESCRIBE WHY YOU WOULD LIKE TO PARTICIPATE ON THE ADVISORY BOARD(S) MENTIONED ABOVE:

The above drop down will not allow me to select more than one board. I am also interested in serving on the **Human Relations Board** or any other board relating to human rights, social justice, and philanthropy. I want to help make a difference in the community.

OTHER ACTIVITIES AND INTERESTS:

As stated above, I am interested in human rights, social justice, and philanthropy. I have experience in public service in state government. Social policy is my interest in government.

In Lieu of Signature, ☒ Click Here

Comments / Notes

RECEIVED
AUG 22 2022
BY:.....

MUPP Board Meeting Minutes
January 10, 2023

Meeting was called to order at 12:01pm.

Attendance: Brunner, Ogleby, Siebenaler, Kraft, Schondelmaier, Snyder & Liaison Proehl

MUPP Account balance is \$28,162.04.

MUPP board welcomed Seth Snyder from Road and Bridge. Seth was appointed to MUPP by the County Commission.

Darren Rebar has requested to resign from the board leaving 2 openings, one from the city and one from the county. The Board agreed to accept his resignation.

The sidewalk project at 12th & Burlingame and on 24th Ave, from Prairie to Lincoln is continuing. Surveying is going on now. The designs won't be done until late in the year and construction is expected sometime in 2024. The BCBS Pledge was approved at the 1/4/23 city commission meeting.

Benches for the Fairground trail are bought and assembled. We are just waiting on construction of concrete pads for installation.

There is no bike share update. There were no representatives that could attend the meeting this month.

There have been complaints about 9th Ave. sidewalk. There are connectivity issues and accessibility issues. Parts of the sidewalk need to be replaced while other sections were never built, forcing people to cross the street many times. This also creates a safety issue. Many of the ramps have already been replaced as part the 9th Ave. Street project. The MUPP board agreed that the 9th Ave. sidewalk repair project should be a priority over new walks/trails as there is a definite need there. The sidewalks funnel people to the hospital and Crosswinds and would be used more if they were improved. The board also agreed that the city shouldn't change its homeowner participation policy for this project. Homes with a current sidewalk would be asked to pay for up to 50% of the repairs, just like any other sidewalk repair in Emporia. New sections of sidewalks would be the city's responsibility to fund. The board was also going to ask member Daphne Mertens, who was not at the meeting, if she knows of any other potential funding sources to assist with installing new connective sidewalk in this area.

The ESU trail has been cleaned up, but the trailer was not used. It would be best to revisit using the trail in the spring during the growing season to maintain the trails.

No additional items brought up in the open discussion portion of this meeting.

The next meeting is scheduled for March 14, 2023

Meeting was Adjourned 12:46pm.



Natural Resources Advisory Board Meeting Minutes

MEETING DATE: Wednesday, November 30, 2022

TIME: 11:00 a.m.

PLACE: City Conference Room 1 A/B

Members Present

 Open
X Daphne Reed Mertens
X Clara Corn
X Daphne Mayes

X Patricia Reyes-Saenz
 Justin Ogleby
 Nadia Qureshi
X Lisa Keith

Others Present

X Jeff Lynch
X Shane Bruner

1. The meeting was called to order by Chair Mertens.
2. A correction was pointed out by Mertens to correct the second 'a' under #5 and change to 'd'; motion to approve the agenda for the meeting was made, seconded and passed unanimously.
3. Minutes from meeting held October 26, 2022 were reviewed; Correction pointed out by Mayes, needs made in 5d to make it "pollinator garden by the raised beds". Also, a monarch waystation, not waste garden; Saenz pointed out that Clara Corn was present at last month's meeting, and the minutes indicated she wasn't; All members were present last month; a motion was made to approve the minutes as amended, and was seconded and passed unanimously.
4. Projects
 - a. Solar Powered Benches with Charging Stations
Possible Funding Sources- Guest Shane Brunner from LCAT stated he has reached out to ESU, Riley County/Manhattan, Topeka Metro, Wichita Transit, and has only heard back from Topeka Metro. He received invoices from Topeka Metro regarding bus stop benches; they have Handyhut style benches with dome roofs, and range in price from \$4,700- \$5,700, depending on size. Also did generic benches at some of their stops, at \$725 each, 50 of them. Brunner shared invoice documents with the members. Costs including installation. Mertens stated it would be good to have a Handi-Hut style bench at the proposed Dollar General bus stop to start out with. The ESU stop location would be in front of Plumb Hall.
Member Keith stated she submitted a grant application for two standing solar bench stations for the city zoo.
Mayes informed the board that PAROC is planning on celebrating Earth Day on April 2nd, 2023, and Keith said the zoo is planning on celebrating it on April 22nd.
5. New Business
Federal Infrastructure Bill- Lynch said Mark McAnarney indicated there should be some informational workshops coming up regarding this grant.
Old Fanestil's Location- Tabled until next month.

6. Old Business

- a. Electric Vehicle Charging Station/Ribbon Cutting (1005 Mechanic Pkg. Lot)- It was decided to hold off on a ribbon cutting until both units are operable; at this time one unit is still awaiting updates by Everyg.
6. For the Good of the Order (Open Discussion)- Member Saenz informed the group that member Lisa Keith was recently recognized for 30 years of service at the zoo.

Adjournment – motion made and passed unanimously; next meeting changed to Wednesday, January 25th at 11:00 a.m. No meeting in December.

The Governing Body of the City of Emporia, Kansas, met in Regular Session, Wednesday, January, 18, 2023, with Mayor Giefer presiding and Commissioners Brinkman, Harter, Sauder, and Smith present. Also present were City Manager Cocking, City Clerk Sull and City Attorney Montgomery.

**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. Hate speech, profanity, and defamation are not allowed. Please stated your name and address prior to making comments. No comments were made at this time.

Representatives from Sacred Heart Catholic School, were in attendance to accept a proclamation recognizing the week of January 29, 2023 through February 4, 2023 as "Celebrating Catholic School Week" in Emporia. They stated each year the Archdiocese of Kansas City in Kansas designates one week during the year to highlight Catholic Schools. The presence of a Catholic school in our community has proven to be additional amenity and incentive in the education of the youth of the City of Emporia. They stated Sacred Heath Catholic School is proud to be where students consistently work to their full potential. The legacy of Sacred Heart School will live on for many years thanks to dedicated administrators, teachers and students as well as very supportive community. Students from the school read letters explaining what the school meant to them.

Mayor Giefer then presented the proclamation.

**CITY COMMISSION
(Request of Christine Stanley - Regal Plumb)
(Appeal State of Kansas Historic Preservation Office - SHPO)
(Property Located at 224 E. 6th Avenue)**

Justin Givens, Planning and Zoning Administrator, was recognized and addressed the Governing Body. He stated this was a request of Christine Stanley to appeal the State of Kansas Historic Preservation Office (SHPO) findings regarding the proposed installation of a new

door on the east side of the property. He stated the current door does not appear to be original to the house, and is in severe disrepair including significant wood rot around the door frame. The opening for the door is also not considered to be ADA accessible. The applicant has proposed installing an upgraded door and enlarging the opening to make it accessible. The SHPO office denied the request stating it appeared that the door and framing could be repaired by replacing the rotted wood, giving no consideration for enlarging the opening to accommodate a wheelchair. He stated if the Commission overrides SHPO's recommendation, then the applicant will be issued a building permit as it will alter the structure. He stated staff does agree with the applicant's request for overrule based on the following:

1. The door does not appear to be original to the structure, and does not enhance the historical nature of the building.
2. The rotting of the door, and surrounding framing does seem to be excessive and beyond a reasonable approach to repair.
3. The new door and opening would provide an ADA accessible entrance to the property, and enhance the visual appeal, while maintaining the historical nature of the house.

Mayor Giefer then declared the public hearing opened.

As no one wished to address the Governing Body, Mayor Giefer then declared the public hearing closed.

Commissioner Smith made a motion to override SHPO's recommendation finding that based on a consideration of all relevant factors, there are no other feasible and prudent alternatives to the proposal, and the project includes all possible planning to minimize harm to the historic property. Commissioner Brinkman seconded the motion. The vote follows: Commissioner Smith, aye; Commissioner Brinkman, aye; Commissioner Harter, aye; Commissioner Sauder, aye; and Mayor Giefer, aye.

**INDUSTRIAL REVENUE BONDS
(Intent to Issue IRB's for \$4,650,000.00 for Capitol Holdings, LLC)
(Resolution Number 3690)**

Jim Witt, Special Projects Manager, was recognized and addressed the Governing Body. He stated the adoption of this proposed resolution is a step in the issuances of Industrial Revenue Bonds in the amount of \$4,650,000.00 for 16 residential duplexes, containing 32 apartments located within the City. This Resolution will amend Resolution Number 3685 by increasing the amount of the IRB issue from \$3,500,000.00 to \$4,650,000.00 and the number of residential duplexes from 12 to 16 units and the number of apartments from 24 to 32. He stated the bond financed property will be eligible for sales tax exemption and property tax exemption for a term of ten years, subject to fulfillment of the City's public incentives policy. The City is not liable for the principal or interest repayment on the bonds under Kansas Statutes. He stated staff is recommending approval of the resolution regarding the intent to issue Industrial Revenue Bond in the amount of \$4,650,000.00 for Capitol Holdings, LLC.

Commissioner Smith made a motion to approve Resolution Number 3690 amending resolution number 3685 regarding the intent to issue Industrial Revenue Bonds in the amount of \$4,650,000.00 for Capitol Holdings, LLC. Commissioner Brinkman seconded the motion. The vote follows: Commissioner Smith, aye; Commissioner Brinkman, aye; Commissioner Harter, aye; Commissioner Sauder, aye; and Mayor Giefer, aye.

**JONES AQUATIC COMPLEX
(2023 Pool Maintenance)
(Bids)**

Kevin Hanlin, Director of Public Lands and Facilities, was recognized addressed the Governing Body. He stated maintenance issues caused problems with the lazy river feature last year and is overdue to prevent further damage to pool structures. Staff reached out to

five companies for surfacing and caulking in the lap pool and lazy river areas. One company was not interested, two companies did not respond and two companies looked at the facility. Both contractors stated the water areas need sandblasted and resurfaced. The bids included clean, brush blast the surface, repair damages, recoat with an epoxy and caulk all seams.

BID TABULATION FOR JAC MAINTENANCE

Vendor		Cost
J. F. McGivern, Inc.	Lap Pool	\$113,635.00
Topeka, KS	Lazy River	<u>\$ 33,930.00</u>
TOTAL		\$147,565.00
R-Torrey Construction, Inc.	Lap Pool &	\$ 98,450.00
	Lazy River	
Additional item of Lap Lines:		<u>\$ 2,500.00</u>
TOTAL		\$100,950.00

He stated this was not a budgeted item but will be paid for from the General Fund.

Following further discussion, Commissioner Brinkman made a motion to award the bid from R-Terry Construction, Inc. in the amount of \$100,950.00 for pool resurfacing and repair and repainting of lap lines. Commissioner Sauder seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Sauder, aye; Commissioner Harter, aye; Commissioner Smith, aye; and Mayor Giefer, aye.

**JONES AQUATIC COMPLEX
(Replacement of Splash Pad Features)**

Kevin Hanlin, Director of Public Lands and Facilities, was recognized and addressed the Governing Body. He stated another item to consider is replacing the three features at the splash pads. The existing units are original to the pool structure and are in need of replacement. The Park Department will install the features if approved. A quote from Athco for the three features is \$22,540.00. He stated this will be paid for from General Fund. He stated these items did not go out for bid, however, a quote was received from a vendor that has supplied playground equipment for the City.

Following further discussion, Commissioner Brinkman made a motion to table this item for further information on items and cost. Commissioner Harter seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Harter, aye; Commissioner Sauder, aye; Commissioner Smith, aye; and Mayor Giefer, aye.

CITY MANAGER'S REPORTS (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 December 2022 for the community:

1. Monthly Local Retail Sales Tax Receipts Update

	2021	2022	
	\$584,593.19	\$531,075.01	Decrease of \$53,518.18 for the month, and
			Overall increase of 11.87% from year 2021
YTD	\$5,439,665.64	\$6,085,193.91	

2. City Share from County Tax

	2021	2022	
	\$292,771.85	\$ 274,113.35	Decrease of \$18,658.50 for the month, and
			Overall increase of 10.26% from year 2021
YTD	\$2,882,749.09	\$3,112,239.92	

3. Building Permits issued from 12/1/2022 to 12/31/2022 for new construction, remodeling, repairs and demolition.

Total number of building permits issued through Code Services:	55
Total of valuations associated with those building permits:	\$2,041,753.00
Total number of dollars collected for Building Permit Fees:	\$ 10,535.75
Construct - single family dwellings	0
Demo - single family dwellings	0
Flint Hills Mall CID for December 2022	\$ 21,602.83
Year to Date Total	\$ 231,008.29

Consent Agenda

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

- a. Approve the minutes of the Regular Meeting held on January 4, 2023.

b. Highland Street Improvements Project Easement Acquisition, Project NO. PV2104.

The vote follows: Commissioner Sauder, aye; Commissioner Brinkman, aye; Commissioner Harter, aye; Commissioner Smith, aye; and Mayor Giefer, 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 for the tentative Agendas of the February 1, 2023 meetings.

- Emporia State University Founders Day Proclamation.
- Approve New Water Meters and Contract for Installation of New Water Meters.

Study Session:

Discuss Mowing Procedure.

Review 2022 Year-End Summary.

**CITY COMMISSION
(Public 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 Brinkman made a motion to recess into Executive Session for consultation with the City Attorney regarding a legal matter resuming the open meeting in the City Commission Meeting Room, this same date, at 11:44 a.m. Commissioner Smith seconded the motion.

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

Upon reconvening the meeting in Regular Session, at 11:44 a.m., this same date, in the City Commission Meeting Room, Mayor Giefer stated they had consultation with the City Attorney regarding a legal matter and no action was taken.

Commissioner Brinkman made a motion to recess the meeting to 12:05 p.m. in City Conference Room 1AB. Commissioner Smith seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Smith, aye; Commissioner Harter, aye; Commissioner Sauder, aye; and Mayor Giefer, aye.

The following items were discussed at Study Session:

1. Discuss the Implementation of Rental registration and revisions to the Current Vacant Property Ordinance.
2. Amendment to Emporia City Code Chapter 13, Article 2, Human Relations Commission/Accessibility Advisory Committee..
3. Emporia Land Bank 2022 Annual Report.
4. Discuss 2023 Street Rehabilitation Recommended Street Segments & Add Alternates.

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

Danny Giefer, Mayor

ATTEST:

Kerry Sull, City Clerk



Commission Action Report

Title: Informational Items
Proposed Agenda Date: February 1, 2023
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 accomplishments of the organization.

DISCUSSION:

At the time this Agenda was prepared, the following items were in the works for the tentative Agendas of the Up Coming meetings on February 15, 2023.

Commission Meeting :

- Housing Grant from Kansas Housing Resources Corporation to the City of Emporia.
- Minor Plat for Kwik Shop Addition.
- Approve New Water Meters and Contract for installation of New Water Meters.

NO STUDY SESSION



Commission Action Report

Title: Executive Session

Proposed Agenda Date: February 1, 2023

BACKGROUND:

AN EXECUTIVE SESSION FOR DISCUSSIONS REGARDING DATA RELATED TO FINANCIAL AFFAIRS OR TRADE SECRETS OF CORPORATIONS, PARTNERSHIPS, TRUSTS, AND INDIVIDUALS FOR POTENTIAL ECONOMIC DEVELOPMENT PROJECTS. K.S.A. 75-4319(B)(4) IS THE AUTHORITY FOR THIS RECESS INTO EXECUTIVE SESSION.

DISCUSSION:

N/A

FINANCIAL CONSIDERATIONS:

N/A

OTHER CONSIDERATIONS:

N/A

RECOMMENDED ACTION:

Recess into Executive Session to discuss confidential matters of a third party regarding a potential economic development project for 15 minutes and stating at which time the open meeting will resume.

ATTACHMENTS:

N/A



To: City Commissioners
From: Janet Harrouff
Date: February 1, 2023
RE: 2022 Year end summary

General Fund: The General Fund ended 2022 with a higher unencumbered cash balance than 2021. The balance is higher due to receiving \$882,439 more in revenue. The expenses were comparable to 2021. The unencumbered ending balance compared to the adopted budget was \$4,763,050 higher.

The revenue was \$1,438,445 higher than the budget.

- Sales tax was \$898,914 higher,
- County wide sales tax was \$489,133 higher,
- Franchise taxes were \$227,460 higher,
- Building permits were \$154,913 higher,
- Ambulance fees were \$839,398 lower,
- Golf fees were \$134,383 higher,
- Airport fuel sales were \$201,955 higher,
- Investment interest was \$42,777 higher,
- Administration Fees were \$141,385 higher,

The expenses were \$152,017 lower than the budget when the excess carryover is not taken into consideration. Some highlights were:

- Personnel Services were \$348,561 lower,
- Travel & Training was \$17,645 lower,
- Equipment Maintenance was \$113,613 lower,
- Vehicle Maintenance was \$48,946 lower,
- Motor fuel was \$42,959 lower,
- Airport fuel was \$102,366 higher,
- Capital Outlay was \$345,453 lower,
- Contractual Services were \$16,414 higher,
- Transferred \$500,000 to Insurance Reserve fund.

Multi Year Fund: A total of \$3,662,229 was spent on numerous projects within the city limits. \$2,463,000 was spent on streets and sidewalks; \$167,875 on Fire Station 2 HVAC; \$139,460 traffic signal improvements; \$132,511 on parking lot at the Zoo and \$231,487 on other building improvements. Sales tax was \$491,200 higher than the original budget. The ending cash balance is \$3,058,812 which will be carried over to 2023 for completion of 2022 projects.

Library Fund: Revenue was \$61,419 lower than the amended budget, which was

mostly Ad Valorem tax payments. The library was paid all available funds.

Convention & Tourism Fund: Transient guest tax collections increased \$137,787 during 2022 compared to 2021 and was \$151,864 more than budget. \$55,500 was spent on Jones Park Disc Golf course improvements during the year. The ending unencumbered cash balance is \$810,801, which was \$206,289 higher than budget.

Industrial Fund: Revenue was \$195 higher than budget. There were no expenses. The unencumbered ending cash balance was \$21,250.

Industrial Development Sales Tax Fund: Revenue was \$104,990 higher due to moving the money that was set aside for future land purchases of \$100,000 back to the available unencumbered cash balance. Bond money was received to replace the \$1,000,000 that was spent on the SE land purchase. The ending unencumbered cash balance is \$1,423,879.

Special Alcohol Fund: Liquor Tax collections was \$20,043 higher than budget. The fund has an ending unencumbered cash balance of \$103,198.

Special Park Fund: Liquor Tax collections were \$20,043 higher than budget. A mower for \$14,800 more than budget and transferring \$96,000 for the pickleball court were the major expenses. The ending unencumbered cash balance is \$83,362.

Special Street Fund: The beginning cash balance was \$21,254 higher than budget. The gas tax was \$23,297 lower than the budget. Expenses were \$212,148 lower than budget. The unencumbered cash balance is \$289,185.

Drug Forfeitures Fund: The ending unencumbered cash balance was \$83,820. Drug forfeiture receipts were \$47,650 higher than budget. Expenditures were \$38,734 lower than the original budget.

Bond & Interest Fund: Revenue was \$8,965 higher than the amended budgeted. The ending unencumbered cash balance was \$1,971,997. \$1,895,000 was paid on the principal balance of the bonds. The current outstanding GO bond balance is \$8,325,000.

Water Fund: Water sales were \$296,339 higher than budget. Penalties and service charges were \$11,453 higher than budget.

Expenses were \$815,293 lower than budget due to the payments for the State Water loan being changed to start in 2023. The water fund ended the year with an unencumbered cash balance of \$2,544,561 which is \$1,423,776 higher than the amended budget. The water fund has \$13,965,686 in outstanding debts.

Wastewater Fund: The Wastewater charges were \$595,823 higher than budget and \$522,250 higher than 2021 collections. The expenses were \$1,026,716 lower than the amended budget, maintenance & repair was \$286,526 lower; debt was \$149,614 lower; contractual services were \$208,683 lower; maintenance & repair was \$286,526 lower. The fund has an unencumbered cash balance of \$3,555,447. The current outstanding debt balance is \$28,545,851.

Solid Waste Fund: The beginning unencumbered cash balance was \$573,208 higher than budget. The roll off revenue was \$362,815 higher than budget and polycart & dumpster revenue was \$121,094 higher than budget. The expenses were \$1,664,549 less than budget. Maintenance & Repair was \$83,146 lower and contractual services were \$117,213 lower. This fund has an unencumbered cash balance of \$3,555,447.

ARPA Funds: The City has received \$3,753,880 from the American Rescue Plan Act. A total of \$664,927 in bonuses for all staff, \$950,000 has been allocated for local economic grants and \$20,303 for downtown holiday decorations has been spent to date. All money needs to be spent by December 31, 2024.

2022 Year End Summary**GENERAL FUND**

as of December 31, 2022

	2019 (Actual)	2020 (Actual)	2021 (Actual)	2022 (Actual)	2022 Budget
Beginning Cash Balance	3,700,301	4,155,391	4,300,639	4,535,363	4,515,233
REVENUE					
Ad Valorem Property Tax	4,420,053	4,309,057	4,722,275	5,112,898	5,054,844
Taxes	10,598,987	10,877,520	11,692,294	12,781,657	10,947,481
Intergovernmental Taxes	253,582	279,522	272,554	313,974	244,660
Licenses & Permits	206,176	266,849	291,189	385,058	215,900
Charges for Services	2,314,116	2,601,960	2,301,602	2,123,416	2,627,418
Fines & Fees	527,095	459,166	508,360	434,395	550,800
Use of Property and Money	319,457	171,112	144,759	207,861	154,024
Reimbursements	202,766	190,885	218,280	(251,411)	160,087
Misc. Rev. - Administrative Transfers	2,659,421	2,850,461	2,825,664	2,772,472	2,533,894
Transfer from Solid Waste Fund	0	0	0		0
Transfer from Health Insurance Fund	0				0
Operating Revenues	4,915	0	45,240	190	4,700
Nonoperating Revenues	41,159	34,175	27,597	51,743	0
TOTAL RECEIPTS	21,547,727	22,040,707	23,049,814	23,932,253	22,493,808
EXPENDITURES					
Personnel Services	12,137,598	12,129,583	12,866,777	13,406,587	14,013,680
Vacancy Rate	0	0			(258,532)
Maintenance & Repair	569,299	728,601	735,350	735,874	935,804
Commodities	1,297,346	1,020,779	1,260,084	1,562,917	1,500,190
Other Charges	586,172	662,237	493,000	246,777	882,718
Capital Outlay	670,422	652,929	334,083	172,847	518,300
Debt Reduction	0				0
Stock	3,098	1,154	0		0
Transfer to Industrial Development Sales Tax	900,000	925,000	925,000	925,000	925,000
Transfer to Multi Year Fund	2,453,064	2,535,236	2,822,749	3,114,307	2,623,107
Transfer to Project accounts	1,037,917	2,136,021	1,771,144	872,833	40,000
Transfer to B&I for Hanger payment	0	0	0		0
Utilities	438,828	439,002	561,222	522,093	502,050
Communications	87,965	91,173	96,294	104,507	124,731
Training and Travel	178,202	70,355	145,922	201,605	219,250
Jail Expenses	90,600	29,600	34,520	67,520	75,000
Other Contractual	810,614	724,494	821,776	942,353	925,939
Excess Carryover	0	0			3,000,000
Outstanding PO's	(288,760)	0	(155,880)		0
TOTAL EXPENDITURES	20,972,365	22,146,164	22,712,041	22,875,220	26,027,237
Revenue less expenses	575,362	(105,457)	337,773	1,057,033	(3,533,429)
Cash Basis Adjustments/Non-appropriated Balance	(120,272)	250,705	(103,049)	152,458	0
Ending Cash Balance	4,155,391	4,300,639	4,535,363	5,744,854	981,804
Base for Reserve calculation	15,910,962	15,896,978	16,859,065	17,790,233	21,920,830
15% Reserve	2,386,644	2,384,547	2,528,860	2,668,535	3,288,125
Amount over 15% Reserve	1,768,747	1,916,092	2,006,503	3,076,319	(2,306,321)
Percentage	26.12%	27.05%	26.90%	32.29%	4.48%

2022 Year End Summary**Multi Year Fund**

as of December 31, 2022

	2019 (Actual)	2020 (Actual)	2021 (Actual)	2022 (Actual)	2022 Budget
Beginning Cash Balance	\$1,612,866	\$1,731,255	\$2,886,493	\$3,304,128	\$1,015,631
Revenue					
Sales Tax	\$2,464,704	\$2,535,236	\$2,953,164	\$3,114,307	\$2,623,107
Interest	\$48,117	\$15,119	\$1,815	\$24,446	\$1,000
Misc Revenue	\$0	\$0		\$278,260	
Accounts Receivable	\$1,463	-\$236	\$0	-\$100	
TOTAL RECEIPTS	\$2,514,284	\$2,550,119	\$2,954,979	\$3,416,913	\$2,624,107
EXPENDITURES					
Projects	\$2,395,895	\$1,394,881	\$2,537,344	\$3,662,229	\$3,639,738
Outstanding PO's		\$0			
TOTAL EXPENDITURES	\$2,395,895	\$1,394,881	\$2,537,344	\$3,662,229	\$3,639,738
Revenue Less Expenses	\$118,389	\$1,155,238	\$417,635	-\$245,316	-\$1,015,631
Ending Cash Balance	\$1,731,255	\$2,886,493	\$3,304,128	\$3,058,812	\$0

2022 Year End Summary

2/1/2023

Library Fund

as of December 31, 2022

	2019 (Actual)	2020 (Actual)	2021 (Actual)	2022 (Actual)	2022 Budget
Beginning Cash Balance	\$1,600	(\$0)	(\$0)	(\$0)	\$0
REVENUE					
Ad Valorem Property Tax	\$791,574	\$788,532	\$832,333	\$896,105	\$910,981
Back Tax Collection	\$18,092	\$20,491	\$14,757	\$21,052	\$22,000
Motor Vehicle Tax	\$90,848	\$135,520	\$99,565	\$90,694	\$94,818
Recreational Vehicle Tax	\$931	\$1,034	\$1,142	\$1,113	\$1,038
AdValorem Tax Reduction	(\$9,822)	(\$8,903)	(\$10,017)	(\$9,766)	(\$9,500)
General Fund Contribution	\$0				\$0
TOTAL RECEIPTS	\$891,623	\$936,674	\$937,779	\$999,198	\$1,019,337
EXPENDITURES					
Insurance Refund	\$0				\$0
Misc Projects	\$0				
Appropriation	\$893,223	\$936,674	\$937,779	\$999,198	\$1,019,337
TOTAL EXPENDITURES	\$893,223	\$936,674	\$937,779	\$999,198	\$1,019,337
Ending Cash Balance	(\$0)	(\$0)	(\$0)	(\$0)	\$0

2022 Year End Summary

Convention & Tourism Fund

2/1/2023

as of December 31, 2022

	2019 (Actual)	2020 (Actual)	2021 (Actual)	2022 (Actual)	2022 Budget
Beginning Cash Balance	\$388,105	\$522,927	\$531,610	\$649,121	\$606,062
REVENUE					
Transient Guest Tax	\$713,538	\$558,700	\$634,077	\$771,864	\$620,000
Interest on Investment	\$7,540	\$3,096	\$300	\$4,093	\$200
Fence rental	\$6,988	\$0	\$8,128	\$7,999	\$7,000
Return of amount over allowed reserve				\$50,630	\$0
Miscellaneous	(\$744)	\$1,346			\$0
Accounts Receivable - fence rental			\$0	\$12,368	\$0
TOTAL RECEIPTS	\$727,322	\$563,142	\$642,506	\$846,954	\$627,200
EXPENDITURES					
CVB Appropriation	\$360,000	\$365,000	\$273,750	\$365,000	\$365,000
Trusler Sports Complex	\$0				\$0
City cost associated with events	\$30,000	\$0	\$30,000	\$30,000	\$30,000
Civic Auditorium improvements	\$0	\$50,000	\$50,000	\$50,000	\$50,000
Red Rock's Appropriation	\$7,500	\$7,500	\$5,625	\$7,500	\$7,500
Main Street Historical District	\$0				\$0
Emporia Main Street	\$50,000	\$50,000	\$37,500	\$56,250	\$56,250
Breckinridge Hotel	\$0				\$0
Emporia Arts Council Support	\$10,000	\$10,000	\$7,500	\$10,000	\$10,000
Emporia Granda	\$20,000	\$20,000	\$15,000	\$20,000	\$20,000
Symphony in the Flint Hills	\$0				\$0
Unbound Bike Event	\$25,000	\$0	\$25,000	\$15,000	\$25,000
Glass Blown Open	\$25,000	\$0	\$25,000	\$25,000	\$25,000
Junior World Event	\$15,000	\$0			\$0
PDGA Professional Disc Golf World	\$0	\$0	\$20,000	\$20,000	\$20,000
Municipal Band Appropriation	\$0				\$0
ESU Foundation - Welch Staidum Imp	\$50,000	\$50,000			\$0
Free for Kansas - Music event	\$0	\$0	\$10,000	\$20,000	\$20,000
Dynamic Discs Course Improvements				\$55,529	\$0
Fence Purchase					\$0
Miscellaneous	\$18,750	\$1,959	\$12,750	\$10,995	\$0
Special Projects	\$0	\$0			\$604,512
Outstanding PO's	(\$18,750)	\$0	\$12,870		
TOTAL EXPENDITURES	\$592,500	\$554,459	\$524,995	\$685,274	\$1,233,262
Ending Cash Balance	\$522,927	\$531,610	\$649,121	\$810,801	\$0
Transient Guest Tax Receipts	2018	2019	2020	2021	2022
1ST QUARTER-JANUARY	\$149,499.38	\$172,538.00	\$193,559.51	\$105,764.76	\$184,682.75
2ND QUARTER-APRIL	\$127,440.51	\$125,683.39	\$132,542.30	\$135,567.13	\$143,987.80
3RD QUARTER-JULY	\$213,098.04	\$207,494.60	\$80,649.41	\$192,642.58	\$223,905.58
4TH QUARTER-OCTOBER	\$200,537.74	\$207,822.11	\$151,949.08	\$200,102.99	\$219,288.14
TOTAL	\$690,575.67	\$713,538.10	\$558,700.30	\$634,077.46	\$771,864.27

2022 Year End Summary

Industrial Fund

2/1/2023

as of December 31, 2022

	2019 (Actual)	2020 (Actual)	2021 (Actual)	2022 (Actual)	2022 Budget
Beginning Cash Balance	40,474	42,420	18,768	19,924	19,899
REVENUE					
Ad Valorem Property Tax	949	1,091	999	1,077	1,000
Back Tax Collections	25	28	19	26	21
Motor Vehicle Tax	125	171	139	111	114
Ad Valorem Tax Reduction	(12)	(12)	(12)	(12)	(16)
Interest on Investment	922	138	11	124	12
Miscellaneous					
TOTAL RECEIPTS	2,009	1,416	1,156	1,326	1,131
EXPENDITURES					
Travel Expense & Miscellaneous	0				1,185
Other charges					0
Contractual Services	63	25,068			0
Special Projects and Reserve Fund	0				19,845
TOTAL EXPENDITURES	63	25,068	0	0	21,030
Ending Cash Balance	42,420	18,768	19,924	21,250	0

2022 Year End Summary

2/1/2023

Industrial Development Sales Tax

as of December 31, 2022

	2019 (Actual)	2020 (Actual)	2021 (Actual)	2022 (Actual)	2022 Budget
Beginning Cash Balance	\$397,629	\$436,805	\$442,855	\$247,080	\$253,102
Revenue:					
Sales Tax Receipts	\$900,000	\$925,000	\$925,000	\$925,000	\$925,000
Interest Income	\$22,141	\$5,465	\$231	\$5,240	\$250
Sale of Bonds	\$0	\$585		\$1,000,000	\$0
REG Repayment	\$0				\$0
Money for Land Purchases	\$0		\$1,000,000	\$100,000	\$0
RDA returned money	\$2,035				
Total Revenue	\$924,176	\$931,050	\$1,925,231	\$2,030,240	\$925,250
Expense:					
Appropriation to the RDA	\$325,000	\$350,000	\$350,000	\$350,000	\$350,000
Emporia Enterprises	\$35,000	\$25,000	\$25,000	\$32,500	\$25,000
Miscellaneous	\$0		\$99	\$0	\$0
Land Purchase for Industr	\$175,000	\$200,000	\$200,000	\$0	\$0
Land Purchase	\$0	\$0	\$1,000,000	\$0	\$0
Gas Line Bond Pmt	\$0				\$0
Land Purchase Bond Pmt	\$0				\$0
Transfer to B&I water proj	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000
REG Demolition	\$0	\$0	\$195,906	\$0	\$0
Water Valves					\$0
Special Projects	\$0	\$0		\$120,941	\$453,352
Total Expenses	\$885,000	\$925,000	\$2,121,005	\$853,441	\$1,178,352
Ending Cash Balance	\$436,805	\$442,855	\$247,080	\$1,423,879	\$0

2022 Year End Summary

Special Alcohol Fund

2/1/2023

as of December 31, 2022

	2019 (Actual)	2020 (Actual)	2021 (Actual)	2022 (Actual)	2022 Budget
Beginning Cash Balance	83,216	100,656	73,443	89,340	77,967
REVENUE					
Private Club Liquor Tax	102,450	66,238	86,358	100,043	80,000
Interest on Investment	1,890	549	40	565	25
TOTAL RECEIPTS	104,340	66,787	86,397	100,608	80,025
EXPENDITURES					
Appropriations	86,900	94,000	70,500	86,750	86,750
Special Projects	0	0			71,242
TOTAL EXPENDITURES	86,900	94,000	70,500	86,750	157,992
Ending Cash Balance	100,656	73,443	89,340	103,198	0

Appropriations	Receive in 2018	Receive in 2019	Receive in 2020	Receive in 2021	Receive in 2022
Cross Winds	\$20,000.00	\$20,000.00	\$20,000.00	\$15,000.00	\$15,000.00
Corner House	\$75,000.00	\$55,000.00	\$65,000.00	\$48,750.00	\$65,000.00
Emporia State University	\$5,400.00	\$5,400.00	\$9,000.00	\$6,750.00	\$6,750.00
Emporia State University USD #253		\$6,500.00	\$0.00	\$0.00	\$0.00
Total	\$100,400.00	\$86,900.00	\$94,000.00	\$70,500.00	\$86,750.00

Receipts	2018	2019	2020	2021	2022
1ST QUARTER - MARCH	\$20,419.16	\$26,806.24	\$22,675.47	\$17,214.78	\$23,976.09
2ND QUARTER - JUNE	\$26,757.14	\$22,937.76	\$21,611.91	\$18,634.04	\$22,129.19
3RD QUARTER - SEPTEMBER	\$21,039.84	\$26,000.31	\$7,881.01	\$25,844.73	\$28,544.72
4TH QUARTER - DECEMBER	\$24,660.05	\$26,705.52	\$14,069.40	\$24,664.21	\$25,393.46
TOTAL	\$92,876.19	\$102,449.83	\$66,237.79	\$86,357.76	\$100,043.46

2022 Year End Summary

Special Park Fund

2/1/2023

as of December 31, 2022

	2019 (Actual)	2020 (Actual)	2021 (Actual)	2022 (Actual)	2022 Budget
Beginning Cash Balance	\$42,101	\$66,684	\$117,929	\$188,630	\$132,234
REVENUE					
Private Club Liquor Tax	\$102,450	\$66,238	\$86,358	\$100,043	\$80,000
Donations& Grants	\$0	\$0			\$0
Lake Kahola Proceeds	\$0				\$0
Trf of funds from project account	\$0		\$4,266	\$0	\$0
Interest on Investment	\$1,009	\$547	\$77	\$598	\$40
TOTAL RECEIPTS	\$103,459	\$66,785	\$90,701	\$100,641	\$80,040
EXPENDITURES					
Capital Outlay	\$53,372	\$0	\$60,513	\$84,868	\$82,500
Municipal Band Allocation	\$10,000	\$0		\$10,000	\$10,000
Miscellaneous					\$0
Commodities	\$0			\$14,330	\$0
Contractual Services	\$0		\$20,000	\$0	\$0
Other Charges	\$10				\$0
Transfer to Project Account	\$15,494	\$15,540		\$96,711	\$0
Outstanding PO's			-\$60,513		
Special Projects	\$0	\$0	\$0		\$119,774
TOTAL EXPENDITURES	\$78,876	\$15,540	\$20,000	\$205,909	\$212,274
Ending Cash Balance	\$66,684	\$117,929	\$188,630	\$83,362	\$0

Receipts	2018	2019	2020	2021	2022
1ST QUARTER - MARCH	\$20,419.16	\$26,806.24	\$22,675.47	\$17,214.77	\$23,976.10
2ND QUARTER - JUNE	\$26,757.13	\$22,937.76	\$22,611.90	\$18,634.04	\$22,129.19
3RD QUARTER - SEPTEMBER	\$21,039.84	\$26,000.31	\$7,881.00	\$25,844.73	\$28,544.72
4TH QUARTER - DECEMBER	\$24,660.05	\$26,705.53	\$14,069.39	\$24,664.03	\$25,393.46
TOTAL	\$92,876.18	\$102,449.84	\$67,237.76	\$86,357.57	\$100,043.47

2022 Year End Summary

2/1/2023

Special Street Fund

as of December 31, 2022

	2019 (Actual)	2020 (Actual)	2021 (Actual)	2022 (Actual)	2022 Budget
Beginning Cash Balance	549,872	581,741	546,748	517,460	496,206
REVENUE					
Gasoline Tax	677,776	642,215	712,575	655,837	632,540
Special City-County Tax	79,320	74,828	85,230	77,404	74,827
Damages	7,404	17,238	9,118	23,089	0
Interest on Investment	13,343	3,661	341	2,490	200
Transfer of Funds	0				0
Sale of Salvage			294	33	0
Miscellaneous	1,443	32,240	8,072	4,497	0
TOTAL RECEIPTS	779,286	770,182	815,630	763,350	707,567
EXPENDITURES					
Personnel Services	439,205	478,560	571,835	636,316	499,533
Vacancy	0				0
Maintenance & Repair	67,907	86,150	64,519	103,127	86,250
Commodities	126,842	84,522	98,958	117,347	120,250
Other Charges	29,949	27,789	38,711	38,629	45,600
Capital Outlay	48,137	77,136		14,875	0
Transfer of Funds	0		15,403	0	0
Utilities	21,248	20,596	22,042	27,951	30,050
Communications	1,112	1,025	1,584	1,464	2,200
Training & Travel	6,648	2,039	2,567	8,784	4,300
Contractual Services	53,032	31,521	29,585	43,212	37,300
Special Projects	0	0	0	0	378,290
Audit Adjustments	5,700	(4,163)	3,117	(80)	0
Outstanding PO's	(52,363)		(3,403)		
TOTAL EXPENDITURES	747,417	805,175	844,918	991,625	1,203,773
Net Change in Cash	31,869	(34,993)	(29,288)	(228,275)	(496,206)
Ending Cash Balance	581,741	546,748	517,460	289,185	0
Receipts	2018	2019	2020	2021	2022
1st Quarter - Jan Payment	\$169,274.62	\$168,525.42	\$173,837.48	\$161,594.64	\$167,557.74
2nd Quarter - April Payment	\$156,526.16	\$161,370.99	\$163,486.85	\$149,245.64	\$157,106.42
Extra Payment- June				\$54,671.53	\$0.00
3rd Quarter - July Payment	\$171,880.23	\$170,138.12	\$140,178.69	\$172,643.49	\$166,060.14
4th Quarter - Oct Payment	\$176,248.57	\$177,741.69	\$164,712.37	\$174,419.30	\$165,112.70
Total	\$673,929.58	\$677,776.22	\$642,215.39	\$712,574.60	\$655,837.00

2022 Year End Summary

Drug Forfeiture Fund

2/1/2023

as of December 31, 2022

	2019 (Actual)	2020 (Actual)	2021 (Actual)	2022 (Actual)	2022 Budget
Beginning Cash Balance	\$46,442	\$46,414	\$68,301	\$69,301	72,327
REVENUE					
Receipts from Drug Forfeitures	\$25,282	\$27,163	\$4,115	\$52,650	5,000
Interest on Investment	\$987	\$317	\$41	\$487	25
Miscellaneous					
TOTAL RECEIPTS	\$26,269	\$27,480	\$4,156	\$53,137	5,025
EXPENDITURES					
Commodities	\$26,175	\$860	\$26,075	\$23,264	5,000
Capital Outlay	\$0				-
Communications	\$122		\$345	\$0	-
Other Charges					-
Transfer of funds					
Other Contractual	\$0			\$3,459	-
Travel & Training					-
Maintenance & Repair	\$0	\$4,733	\$0	\$11,895	-
Outstanding PO's			-\$23,264		
Special Projects	\$0	\$0			72,352
TOTAL EXPENDITURES	\$26,297	\$5,593	\$3,156	\$38,618	77,352
Ending Cash Balance	\$46,414	\$68,301	\$69,301	\$83,820	\$0

2022 Year End Summary

Bond & Interest Fund

2/1/2023

as of December 31, 2022

	2019 (Actual)	2020 (Actual)	2021 (Actual)	2022 (Actual)	2022 Budget
Beginning Cash Balance	\$919,890	\$749,434	\$883,336	\$1,340,016	\$1,328,355
REVENUE					
Ad Valorem Property Tax	\$1,623,766	\$1,625,239	\$1,666,109	\$1,794,007	1,828,123
Back Tax Collection	\$45,325	\$45,798	\$30,394	\$42,618	40,000
Special Assessments	\$210,316	\$113,561	\$115,984	\$82,354	78,252
Motor Vehicle Tax	\$191,372	\$280,526	\$207,641	\$184,027	234,973
Ad Valorem Tax Reduction	-\$20,143	-\$18,356	-\$20,142	-\$19,552	(20,000)
Interest on Investment	\$34,719	\$11,552	\$951	\$11,808	700
Recreation Center - Pool renovation	\$23,499				0
Recreation Center - Office/Locker Remodel	\$22,822				0
Recreation Center - Ball Diamond Improvem	\$46,600	\$50,400	\$49,050	\$47,700	47,700
Recreation Center - Fitness Room	\$48,560	\$49,420	\$50,220	\$50,960	50,960
Industrial Land Payment - Ind Sales Tax	\$0				0
Sale of Bonds	\$0	\$4,055,000		\$3,666,943	3,666,943
Gas Line Payment - Ind Sales Tax	\$0	\$0			0
Hanger Payment - General Fund	\$0				0
Miscellaneous	\$0	\$364,611		\$31	0
Transfer of Funds from Project Accounts	\$469,407	\$24,700		\$97,528	21,808
TOTAL RECEIPTS	\$2,696,243	\$6,602,451	\$2,100,206	\$5,958,424	\$5,949,459
EXPENDITURES					
Principal	\$2,496,000	\$1,945,515	\$1,410,000	\$1,455,000	1,758,506
Interest Coupons	\$370,699	\$153,938	\$233,526	\$204,500	204,500
Transfer of funds		\$4,369,096		\$3,666,943	3,666,943
Misc projects	\$0	\$0			0
TOTAL EXPENDITURES	\$2,866,699	\$6,468,549	\$1,643,526	\$5,326,443	5,629,949
Ending Cash Balance	\$749,434	\$883,336	\$1,340,016	\$1,971,997	\$1,647,865

2022 Year End Summary

2/1/2023

Water Fund

as of December 31, 2022

	2019 (Actual)	2020 (Actual)	2021 (Actual)	2022 (Actual)	2022 Budget
BEGINNING CASH	1,282,341	2,036,236	2,620,859	3,246,908	3,246,622
REVENUE					
Sale of Water	6,021,314	6,266,137	7,009,923	6,884,339	6,588,000
Service Charge	116,643	93,954	113,879	103,029	100,000
Penalties	88,150	89,198	90,357	93,424	85,000
Sale of Salvage	0				0
Reimbursed Expense	30,407	2,641	24,076	7,827	2,000
Interest on Investment	42,340	17,213	2,176	20,504	1,300
Sale of Bonds	0	0		1,550,000	1,550,000
Trf from Industrial Fund	350,000	350,000	350,000	350,000	350,000
Trf from Project fund	40,083		911,242	2,530,077	2,260,381
Non Operating Revenue	0	1,274,758	0		
Miscellaneous	586,112	11,302	1,123	7,027	1,350
TOTAL RECEIPTS	7,275,049	8,105,203	8,502,776	11,546,227	10,938,031
EXPENDITURES					
Personnel Services	763,033	838,409	967,937	1,050,745	935,665
Vacancy	0				(20,384)
Maintenance & Repair	623,147	605,406	832,844	1,178,812	1,200,000
Commodities	896,855	888,377	1,176,555	1,441,786	1,400,000
Other Charges	176,936	173,046	179,576	268,470	217,070
Capital Outlay	489,410	539,043	107,207	119,123	555,000
Debt Payment	1,627,313	1,224,728	1,490,051	1,496,757	2,464,403
Stock	(12,756)	(37,161)	672	49,206	5,000
Transfer to Project Account	245,534	1,274,758	953,933	4,102,675	3,829,181
Utilities	418,893	446,426	530,136	718,905	750,000
Communications	40,337	26,222	28,434	28,025	45,100
Travel & Training	9,885	2,668	6,287	15,702	13,450
Contractual Services	773,730	655,411	475,704	838,471	585,700
Administrative Fee 16%, 17%	1,023,449	1,064,487	1,155,328	1,131,081	1,083,680
Excess Carryover	0				
Change in Liabilities	6,550	0	(27,936)	(191,187)	0
Outstanding PO's	(561,162)	(181,240)			
TOTAL EXPENDITURES	6,521,154	7,520,580	7,876,727	12,248,571	13,063,865
NET CHANGE IN CASH	753,895	584,623	626,049	(702,344)	(2,125,834)
ENDING CASH BALANCE	2,036,236	2,620,859	3,246,908	2,544,564	1,120,788
Principal Bond Payments	(1,350,000)	(1,395,000)	(1,155,000)	(1,210,000)	(2,005,283)
Depreciation	1,171,834	1,334,357	1,399,907	1,313,352	1,365,000
Capitalized Assets	(282,566)	(958,129)	(4,498,277)	(3,516,676)	(555,000)
Liabilities					
ADJUSTMENTS	(460,732)	(1,018,772)	(4,253,370)	(3,413,324)	(1,195,283)
Base for reserve calculation	5,786,210	6,981,537	6,815,588	8,026,773	8,679,684
20% reserve amount	1,157,242	1,396,307	1,363,118	1,605,355	1,735,937
Amount over 20% reserve	878,994	1,224,552	1,883,790	939,210	(615,149)
Percent	35.19%	37.54%	47.64%	31.70%	12.91%

2022 Year End Summary

Wastewater Fund

2/1/2023

as of December 31, 2022

	2019 (Actual)	2020 (Actual)	2021 (Actual)	2022 (Actual)	2022 Budget
BEGINNING CASH	2,458,833	2,058,232	2,606,767	2,351,304	2,351,302
REVENUE					
Sales/Charges	5,036,750	5,299,292	5,604,381	6,126,631	5,530,808
Extra Strength Surcharge	70,964	108,556	123,584	159,751	75,900
Interest on Investment	58,260	14,826	1,708	13,582	1,000
New System taps	1,000	827	1,300	200	1,000
Loss on sales of assets			0		
Trf to projects	280,000	500,000			0
Sale of Bonds				1,430,000	1,430,000
Non Operating Revenue			349,769	138,935	
Miscellaneous	(513,273)	59,603	(2,181)	148,325	148,325
TOTAL RECEIPTS	4,933,701	5,983,104	6,078,560	8,017,424	7,187,033
EXPENDITURES					
Personnel Services	748,940	781,653	841,257	1,058,591	939,942
Vacancy	0		0		(16,218)
Maintenance & Repair	707,588	151,600	222,752	813,474	1,100,000
Commodities	147,321	142,302	214,444	424,293	500,000
Other Charges	131,457	129,302	153,916	170,406	185,100
Capital Outlay	263,985	317,711	56,245	512,842	512,285
Debt Payment	2,046,991	2,751,933	2,562,638	2,681,379	2,830,993
Transfer to Project fund	9,333	72,444	617,004	1,602,732	1,600,000
Utilities	495,598	489,542	549,126	615,809	521,500
Communications	22,751	19,282	22,222	21,505	28,350
Travel & Training	3,797	696	4,069	13,845	6,600
Contractual Services	226,403	151,412	276,174	381,317	590,000
Administrative Fee 16%, 17%	610,000	610,000	610,000	610,000	610,000
Excess Carryover	0	0			
Change in Liabilities	69,356	(183,308)	204,176	(524,356)	0
Outstanding PO's	(149,218)				
TOTAL EXPENDITURES	5,334,302	5,434,569	6,334,023	8,381,837	9,408,552
NET CHANGE IN CASH	(400,601)	548,535	(255,463)	(364,413)	(2,221,519)
ENDING CASH BALANCE	2,058,232	2,606,767	2,351,304	1,986,891	129,783
Depreciation	1,005,412	1,958,791	2,014,563	1,910,079	2,035,205
Principal Bond Payments	(1,492,446)	(2,132,056)	(1,981,720)	(2,130,502)	(1,945,299)
Capitalized Assets	(1)	(1,785,516)	(1,071,769)	(1,814,118)	(460,000)
Change in Liabilities	0				
ADJUSTMENTS	(487,035)	(1,958,781)	(1,038,926)	(2,034,541)	(370,094)
Base for reserve calculation	5,060,984	5,116,857	5,660,774	6,266,263	8,896,267
20% Cash Reserve amount	1,012,197	1,023,371	1,132,155	1,253,253	1,779,253
Amount over 20% Cash Reserve	1,046,035	1,583,396	1,219,149	733,639	(1,649,470)
Percentage	40.67%	50.94%	41.54%	31.71%	1.46%

2022 Year End Summary

Solid Waste Fund

2/1/2023

as of December 31, 2022

	2019 (Actual)	2020 (Actual)	2021 (Actual)	2022 (Actual)	2022 Budget
BEGINNING CASH	2,447,244	3,110,960	3,853,256	4,002,114	3,428,906
REVENUE					
Refuse Collection Fees	2,986,938	2,778,214	2,964,876	2,971,094	2,850,000
Loss on Sale of Assets	(157,970)				0
Interest on Investments	73,647	20,595	2,276	26,458	1,500
Trf from Health Ins - Premiums	0				0
Resale of Recyclables	71,238	93,356	181,252	201,913	70,000
Box Container Fees	1,565,415	1,697,825	1,936,847	2,063,528	1,700,713
Landfill Fees	562,406	593,564	537,818	562,540	515,000
Transfers	0				0
Miscellaneous	17,578	31,547	18,999	23,247	4,768
TOTAL RECEIPTS	5,119,252	5,215,101	5,642,068	5,848,780	5,141,981
EXPENDITURES					
Personnel Services	1,641,135	1,748,869	1,856,088	2,023,281	1,951,426
Vacancy	0				(37,124)
Maintenance & Repair	151,511	191,301	283,052	351,646	268,500
Commodities	246,657	191,064	330,432	360,177	279,500
Other Charges	75,675	121,801	59,078	137,731	195,230
Capital Outlay	739,338	458,623	481,908	843,239	648,250
Utilities	44,152	38,914	41,521	50,501	49,850
Communications	34,380	27,618	37,874	41,954	41,500
Transfer to project	55,564			44,000	0
Travel & Training	3,078	588	1,607	7,606	8,750
Contractual Services	1,368,648	1,333,757	1,428,981	1,626,387	1,743,600
Administrative Fee 16%, 17%	858,055	820,683	870,040	895,433	810,514
Excess Carryover	0				2,000,000
Change in Liabilities	(555,251)	(197,949)	102,630	(86,508)	0
Outstanding PO's	(207,406)	(262,464)			
TOTAL EXPENDITURES	4,455,536	4,472,805	5,493,211	6,295,447	7,959,996
NET CHANGE IN CASH	663,716	742,296	148,858	(446,667)	(2,818,015)
ENDING CASH BALANCE	3,110,960	3,853,256	4,002,114	3,555,447	610,891
Principal Payments	0	0	0	0	0
Depreciation	335,122	389,418	392,526	292,242	375,000
Capitalized Assets	(515,558)	(238,347)	(467,157)	(6,433)	(618,250)
Change in Liabilities	0				
ADJUSTMENTS	(180,436)	151,071	(74,630)	285,809	(243,250)
Base for reserve calculation	3,716,198	4,014,182	5,011,303	5,452,208	7,311,746
20% cash reserve amount	743,240	802,836	1,002,261	1,090,442	1,462,349
Amount over 20% Cash Reserve	2,367,720	3,050,420	2,999,853	2,465,005	(851,458)
Percentage	83.71%	95.99%	79.86%	65.21%	8.35%

2022 Year End Summary

2/1/2023

Revenue Detail and Expenditure Summary as of December 31, 2022

Fund	2022 Budgeted Ending Unencumbered Cash Balance	Budget Reserve Percentage	Actual Ending Unencumbered Cash Balance	Actual Reserve Percentage
GENERAL FUND With Excess carryover amount	\$981,804	4.48%		0.00%
GENERAL FUND Without Excess carryover amount	\$3,981,804	21.04%	\$5,744,854	32.29%
MULTI YEAR FUND	\$0		\$3,058,812	
INSURANCE RESERVE FUND	\$0		\$500,000	
LIBRARY FUND	\$0		\$0	
CONVENTION & TOURISM FUND	\$0		\$810,801	
INDUSTRIAL FUND	\$0		\$21,250	
INDUSTRIAL DEVELOPMENT SALES TAX FUND	\$0		\$1,423,879	
SPECIAL ALCOHOL FUND	\$0		\$103,198	
SPECIAL PARKS & RECREATION	\$0		\$83,362	
SPECIAL STREET FUND	\$0		\$289,185	
DRUG FORFEITURES	\$0		\$83,820	
STORM WATER FUND	\$0		\$259,179	
BOND & INTEREST FUND	\$1,647,865		\$1,971,997	
EQUIPMENT RESERVE FUND	\$0		\$335,167	
WATER WORKS FUND	\$1,120,788	12.91%	\$2,544,564	31.70%
WASTE WATER FUND	\$129,783	1.46%	\$1,986,891	31.71%
SOLID WASTE DISPOSAL FUND	\$610,891	8.35%	\$3,555,447	65.21%

Fund	2022 Estimated Unencumbered Cash Balance	Budget Reserve Percentage	Actual Ending Unencumbered Cash Balance	Actual Reserve Percentage
GENERAL FUND	\$4,713,045	24.97%	\$5,744,854	32.29%
MULTI YEAR FUND	\$253,462		\$3,058,812	
INSURANCE RESERVE FUND	\$0		\$500,000	
LIBRARY FUND	\$0		\$0	
CONVENTION & TOURISM FUND	\$787,753		\$810,801	
INDUSTRIAL FUND	\$19,882		\$21,250	
INDUSTRIAL DEVELOPMENT SALES TAX FUND	\$477,328		\$1,423,879	
SPECIAL ALCOHOL FUND	\$82,664		\$103,198	
SPECIAL PARKS & RECREATION	\$168,979		\$83,362	
SPECIAL STREET FUND	\$345,323		\$289,185	
DRUG FORFEITURES	\$34,819		\$83,820	
STORM WATER FUND	\$200,000		\$259,179	
BOND & INTEREST FUND	\$1,859,420		\$1,971,997	
EQUIPMENT RESERVE FUND	\$334,000		\$335,167	
WATER WORKS FUND	\$2,860,168	34.62%	\$2,544,564	31.70%
WASTE WATER FUND	\$2,234,113	37.78%	\$1,986,891	31.71%
SOLID WASTE DISPOSAL FUND	\$3,479,732	63.32%	\$3,555,447	65.21%

<u>Year</u>	<u>Funding Source</u>	<u>Department</u>	<u>Description</u>	<u>Budget Amount</u>	<u>Actual Amount</u>	<u>Years to Bond</u>
2022	General Fund	City Wide	Communication Equipment	\$30,000	\$30,000	
2022	General Fund	Police	2 mobile data terminals & 2 video cameras	\$25,000		
2022	General Fund	Police	8 Tasers	\$14,000	\$14,000	
2022	General Fund	Police	Firewall (Our share)	\$16,800		
2022	General Fund	Police	10 Body Cameras	\$25,000	\$14,950	
2022	General Fund	Fire	Monitor/Defibrillator	\$43,000	\$42,487	
2022	General Fund	Fire	Water Rescue Equipment	\$30,000	\$19,594	
2022	General Fund	Fire	Breathing Air Compressor - Station 2	\$51,505	Grant	
2022	General Fund	EMS	Replace Power Cots	\$46,000		
2022	General Fund	Shop	OBD 2 Scan Tool	\$8,000	\$6,579	
2022	Mil Levy	Paving	Red Brick Travel Plaza	\$1,000,000	\$1,000,000	10
2022	Mil Levy	Paving	Highland Street improvements (Project scope not defined yet)	\$750,000	\$750,000	15
2022	Mil Levy	Paving	30th Ave Paving	\$170,000	\$170,000	5
2022	Mil Levy	Equipment	Aviation Fuel Truck	\$130,000	\$130,000	5
2022	Mil Levy	Equipment	Bucket Truck	\$165,000	\$165,000	5
2022	Mil Levy	Equipment	Street Sweeper	\$290,000	\$290,000	5
2022	Mil Levy	Equipment	Back hoe - Street	\$115,000	\$115,000	5
2022	Mil Levy	Industrial	Industrial Park Land - SE area	\$1,000,000	\$1,000,000	10
2022	Multi-Year	Administration	Private/Public partnership	\$600,000		
2022	Multi-Year	Administration	Land Bank land purchase & PEP	\$100,000	\$100,000	
2022	Multi-Year	Sidewalk	ADA Sidewalks	\$50,000		
2022	Multi-Year	Airport	Runway Extension 51' Design (KDOT 90%)	\$8,150	\$4,504	
2022	Multi-Year	Airport	Replace existing RW 1-19 edge lighting & guidance signs (FAA 90%)	\$40,987	\$60,666	
2022	Multi-Year		Wildlife study	\$3,000		
2022	Multi-Year	Civic Building	ADA Improvements & Police Foyer	\$300,000		
2022	Multi-Year	Civic Building	618 Mechanic Roof	\$60,000		
2022	Multi-Year	Civic Building	Roof Caps	\$36,600	\$36,600	
2022	Multi-Year	Civic Building	Elevator Controls	\$175,000	\$106,100	
2022	Multi-Year	Civic Building	Replace Windows in Auditorium	\$26,000		
2022	Multi-Year	Civic Building	Walk-in Cooler in Room 222	\$25,000		
2022	Multi-Year	Civic Building	Carnegie Library Study	\$7,300	\$9,500	
2022	Multi-Year	Civic Building	Replace irrigation system	\$30,000	\$13,190	
2022	Multi-Year	Civic Building	Remodel Water Department	\$45,289	\$12,757	
2022	Multi-Year	Civic Building	Potable Hot Water Lines throughout the civic auditorium	\$85,000		
2022	Multi-Year	Civic Building	Replace Steam lines & update HVAC updates	\$50,000	\$17,544	
2022	Multi-Year	Civic Building	Civic Fire Alarm Card Update 2nd half	\$60,000	\$58,053	
2022	Multi-Year	Golf Course	Master Plan design of golf course, range, bldg	\$12,250		
2022	Multi-Year	Parking Lot	JAC replace sand in filters	\$20,000		
2022	Multi-Year	Sidewalk	Sidewalk Improv. (S. side 15th Ave. from Graphic Arts to Hatcher St.)	\$55,000		
2022	Multi-Year	Sidewalk	Sidewalk Improv. (S. side 15th Ave. from Industrial Rd. to Stanton St.)	\$25,000		
2022	Multi-Year	Sidewalk	Hazardous Sidewalk Program & CG Program	\$100,000	\$97,951	
2022	Multi-Year	Sidewalk	Handicap curb cuts	\$50,000		
2022	Multi-Year	Sidewalk	North side of 24th Westridge to Industrial - Grant Match	\$70,000		
2022	Multi-Year	Sidewalk	9th Ave Anderson to Burns Fairground	\$28,307	\$22,128	
2022	Multi-Year	Sidewalk	12th & Burlingame	\$40,500	\$14,758	
2022	Multi-Year	Sidewalk	24th Ave along Jones Park	\$25,000		
2022	Multi-Year	Storm Water	E 12th Ave & RR	\$50,000	\$50,000	
2022	Multi-Year	Storm Water	Miscellaneous Storm Water Projects	\$208,276	\$208,276	
2022	Multi-Year	Storm Water	Lakeridge Rd to Bayfront Dr	\$14,810	\$422	
2022	Multi-Year	Storm Water	Holiday Drive Storm Water	\$165,500		
2022	Multi-Year	Alley	Alley East of LCSB 800 Block	\$2,232	\$62,523	
2022	Multi-Year	Parking Lot	Mechanic Parking Lots 600-700 Block	\$758,964	\$4,029	
2022	Multi-Year	Paving	Road 180 (W. edge of Evergy to Road F5) Engineering, survey, right of way	\$300,000	\$300,000	
2022	Multi-Year	Paving	6th & Prairie turn lanes 90/10 KDOT	\$230,000	\$215,000	
2022	Multi-Year	Paving	Street Rehabilitation	\$850,000	\$978,808	
2022	Multi-Year	Paving	CCLIP 6th Ave Prairie to Neosho	\$411,000	\$711,557	
2022	Multi-Year	Paving	Misc. Street Repairs	\$100,000		
2022	Multi-Year	Paving	15th Ave Substation barrier wall	\$36,000	\$16,026	
2022	Multi-Year	Park	Pickleball viewing area improvement		\$22,259	
2022	Multi-Year	Fire- Station 2	Kitchen Remodel	\$28,000		
2022	Multi-Year	Fire- Station 2	Overhead door replacement	\$12,000	\$8,720	
2022	Multi-Year	Fire- Station 2	Replace HVAC in admin and dorms & Jace Controller	\$108,007	\$167,875	
2022	Multi-Year	Library	ADA Improvements - library doors & ADA openers	\$120,000		
2022	Multi-Year	Library	Replace irrigation system	\$10,000	\$4,884	
2022	Multi-Year	Library	HVAC updates	\$15,000		
2022	Multi-Year	Street	Chip Seal	\$200,000	\$60,465	
2022	Multi-Year	Sign & Marking	Camera(Loop Projectors) Traffic System at 6th & Rural	\$90,000	\$139,460	
2022	Multi-Year	Zoo	Hay & Storage building 30x40 concrete floor	\$3,518		
2022	Multi-Year	Zoo	Fire & Smoke alarms	\$26,000	\$25,629	
2022	Multi-Year	Zoo	Bus Parking	\$20,000		

2022	Multi-Year	Zoo	Parking lot at Zoo	\$163,561	\$132,512	
2022	Multi-Year	Zoo	Hoof stock Sheds	\$50,000		
2022	Multi-Year	Zoo	Trumpeter Swan Exhibit; sealing pond/stream, repair waterfall	\$54,000		
2022	Solid Waste	Collections	Roll-Off Truck Replacement (2011)	\$200,000	\$228,107	



MEMO

January 27, 2023

To: Mayor and City Commissioners
CC: Trey Cocking, City Manager & Department Heads
From: Jim Ubert, City Engineer
Date: February 1st, 2023
Re: Hammond Park Culverts Stormwater Improvements Project

The Engineering Department is working with the Park Department to make stormwater culvert improvements in Hammond Park. These improvements will create stream crossings that coincide with the disc golf course in the park.

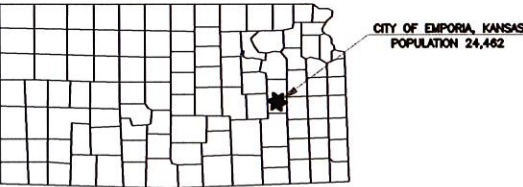
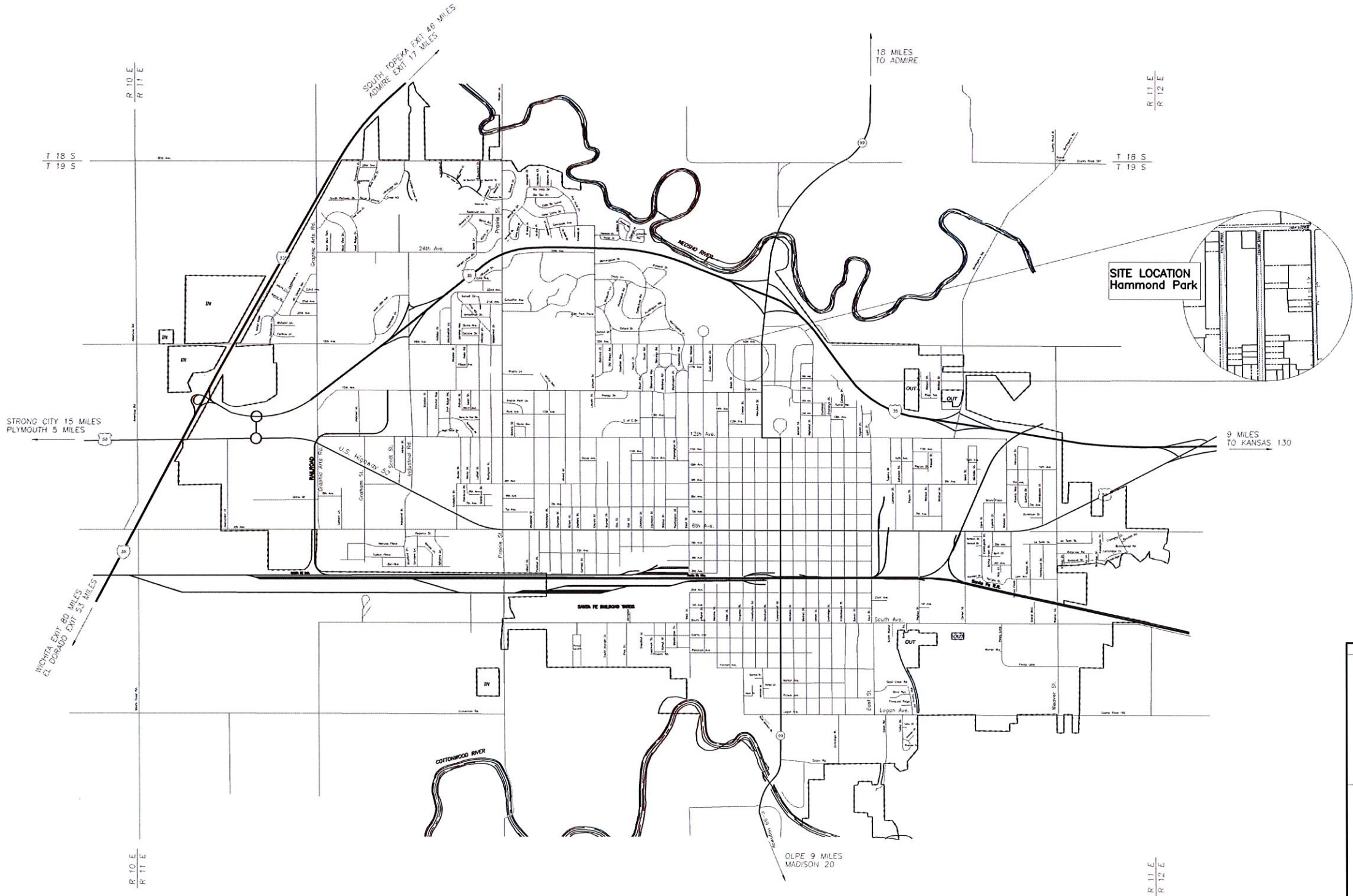
STATE OF KANSAS
CITY OF EMPORIA, KANSAS
LYON COUNTY
PROJECT NO. SW2301
HAMMOND PARK CULVERTS

STATE	PROJECT NO.	FISCAL YEAR	SHEET NO.	TOTAL SHEETS
KANSAS	SW2301	2023	1	6

INDEX OF SHEETS

- 1. Title Sheet
- 2. General Notes
- 3.-5. Plan Sheets & Cross-Section
- 6. Erosion Control & Seeding

24" RCP STORM SEWER
24" RCP END SECTION
D50 STONE RIPRAP (6")



DESIGN DESIGNATION

AADT (1,500)

POSTED SPEED LIMIT 30 MPH
THROUGHOUT PROJECT

CONVENTIONAL SIGNS

- CORPORATE CITY LIMITS
- KTA TOLL HIGHWAY
- INTERSTATE DIVIDED HIGHWAY
- STATE HIGHWAY
- STREET OR PUBLIC ROAD
- RAILROAD
- PUBLIC WORKS BUILDING
- INTERSTATE NUMBERED ROUTE
- U.S. NUMBERED ROUTE
- STATE NUMBERED ROUTE

SITE LOCATION
Hammond Park

NO SCALE
MAP OF
EMPORIA, KS

RECORD PLANS
DO NOT DESTROY
DATE: 1-12-2023

PLANS PREPARED AND SUBMITTED BY:



APPROVED - DATE

CITY ENGINEER
CITY OF EMPORIA

GENERAL NOTES

The Contractor is responsible for locating all existing Utilities. Utilities shown are prior to any adjust for construction and are approximate in their location and depth.

Any Geological information shown on these plans is from studies made in the field and represents the best information available to the Kansas Department of Transportation.

Borrow areas provided by the contractor shall be approved by the Engineer as to suitability of material and location. Special care shall be taken in this approval to minimize the increase of siltation and turbidity of streams, lakes and reservoirs and to avoid interference with the movement of migratory fish. Areas which, in the opinion of the Engineer, may leave an unsightly appearance to the project will not be approved.

All borrow area locations shall be submitted to the Engineer for clearance from the Kansas Historical Society and the Kansas Department of Wildlife and Parks prior to any excavation.

Excavation shown to be wasted shall be wasted on sites provided by the Contractor. These sites shall be approved by the Engineer as to suitability, appearance, and site location. Locations that in the opinion on the Engineer, will leave an unsightly appearance will not be approved.

All disposal sites must be approved by the Kansas Department of Health and Environment. Material either stockpiled or disposed of in a flood plain would require a Kansas State board of Agriculture permit. Any material dumped in waters of the United States or wetlands in subject to U.S. Corps of Engineers permitting regulations.

Any material buried or stockpiled beyond approved construction limits would require additional archeological investigations unless buried in a previously approved borrow location.

A full depth saw cut shall be provided at locations where proposed construction abuts an existing surface course or pavement for which partial removal of that surface or pavement is required. Sawed joint to facilitate removal within 3'-0" of existing joints will not be permitted and for such instances the limits of removal shall extend to the existing joint. Such Full Depth saw cuts will not be paid for directly and this cost shall be considered as Subsidiary to other items.

DO NOT DISTURB TREES unless marked for removal or as approved by the Engineer. Trees that are marked for removal shall be paid for under the Bid Item "CLEARING AND GRUBBING".

All grading shall be as shown on the plans and as directed by the Engineer. Grading to be in a manner that is pleasing in appearance, does not disturb trees, and drains as indicated on the cross sections.

All property pins disturbed by the Contractor shall be reset by a Surveyor licensed in the State of Kansas. All expense associated with the resetting of the property pins shall be paid for by the Contractor.

Notify (24 hours in advance) local owners when entrances will be closed at any time during construction.

Notify (24 hours in advance) local owners when street will be closed at any time during construction.

Any landscaped areas disturbed shall be replaced as before construction. All property owners shall be notified prior to removal.

All Excavation through sidewalks, entrances, alleys, and streets will be compacted and backfilled with Flowable Fill as shown on this sheet. Common Excavation will be compacted and backfilled with standard compacted backfill.

The Contractor will be responsible for notifying the police and fire departments when and how long the streets will be closed.

Construction Staking shall be performed by a Surveyor licensed in the State of Kansas.

UTILITY OWNERS

Water Lines	-City of Emporia Utilities Department Ph. 620-340-6339	Natural Gas	-Kansas Gas Service Ph. 620-797-4780
Sanitary Sewer	-City of Emporia Utilities Department Ph. 620-340-6339	Power	-Evergy Ph. 800-383-1183
Telephone / Fiber	-AT&T Distribution Ph. 800-438-7325	Inspection	-City of Emporia Engineering Department Ph. 620-343-4260

UTILITY INFORMATION:
UTILITIES WERE LOCATED BY THEIR RESPECTIVE OWNERS
UNDER KANSAS ONE-CALL TICKET #20038844. NO WARRANTY
IS EXTENDED TO ANYONE BY GEOTECH, INC., CONCERNING
THE LOCATION OF THE UTILITIES SHOWN HEREON.

RECAPITULATION OF QUANTITIES

ITEM	AMOUNT	UNITS
Mobilization	1	L.S.
24" RCP Storm Sewer	40	L.F.
24" RCP End Section	10	Ea.
Common Excavation	16.25	C.Y.
Compacted Backfill (Type B) (MR-90)	23.75	C.Y.
D50 Stone Riprap (6")	34.5	TON
Permanent Seeding	1	L.S.

*Pipe bedding material (crushed rock) shall be subsidiary to pipe

HATCH LEGEND

	Concrete Pavement & Sidewalk
	Flowable Fill
	Compacted Backfill
	Clean Rock

MONUMENTS	MISCELLANEOUS - ROAD	RAILROAD	UTILITIES	ELECTRIC -
= Monument Found	= Concrete Bollard	= Railroad Crossing Light	= Gas Meter (G.M.)	= Utility Pole
= Monument Set	= Steel Bollard	= Railroad Traffic Sign	= Gas Valve (G.V.)	= Utility Pole w/Transformer
= Bench Mark (B.M.)	= Wood Bollard		= Gas Line Riser	= Utility Pole w/Light
= USGS Landmark	= Street/Traffic Sign	BUILDING AND HOUSES	= Gas Line Sign	= Light Pole
= Section Corner	= Business Sign	= Yard Light	= Water Meter (WM)	= Deadman Anchor
= Right of Way Marker	= Traffic Signal Light Pole	= Flag Pole	= Water Valve (WV)	= Brace Pole
= Survey Control Point	= Traffic Signal Control Box	= Mailbox	= Fire Hydrant (FH)	= Electric Meter
= Property Corner			= Water Well	= Electric Pedestal
	PARKING LOT CODES	FENCE	= Water Pump	= Spot/Flood Light
	= Parking Meter	= Gate Post	= Water Cistern	= Electric Manhole
	= Handicap Parking Sign	= Corner Fence Post	= Windmill Tower	= Electric Line
	= Handicap Pavement Symbol	= Fence Post	= Fire Sprinkler Valve	STORM SEWER -
	= Aisle Indicator Sign	= Fence Line	= Sprinkler Control Box	= Storm Sewer Manhole
		TREES	= Emergency Telephone (911)	= Storm Sewer Line
= Base Line		= Bush or Shrub	= Fiber Optic Cable Sign	SANITARY SEWER -
= Center Line		= Tree	= Telephone Pole	= Sanitary Sewer Manhole
= Section Line		= Cedar Tree	= Phone Line	= Sanitary Sewer Cleanout
= Travel Way		= Spruce Tree		= Sanitary Sewer Lift Station
= Edge of Mat		= Stump		= Sanitary Sewer Line
= Edge of Gravel		= Tree Removal		
= Edge of Concrete		= Hedge or Row		
= End of Curb Return				
= Back of Curb to Back of Curb				
= Right of Way				
	= Direction Arrow			

GENERAL NOTES,
UTILITIES, LEGENDS,
PROJECT CONTROL



STATE STREET

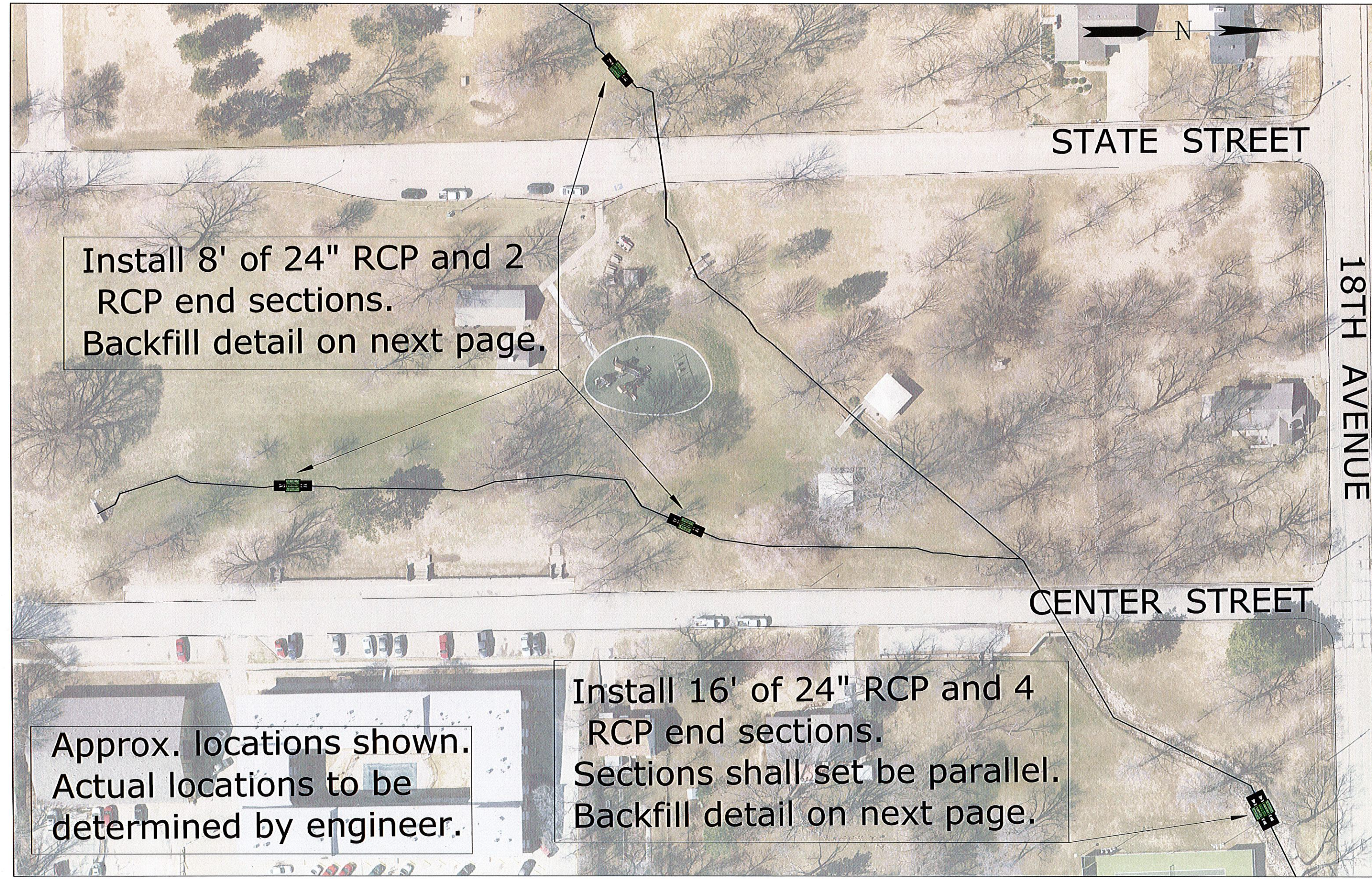
18TH AVENUE

CENTER STREET

Install 8' of 24" RCP and 2
RCP end sections.
Backfill detail on next page.

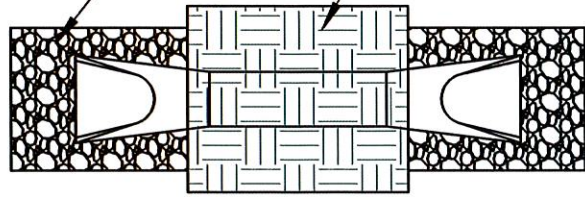
Approx. locations shown.
Actual locations to be
determined by engineer.

Install 16' of 24" RCP and 4
RCP end sections.
Sections shall set be parallel.
Backfill detail on next page.

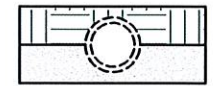
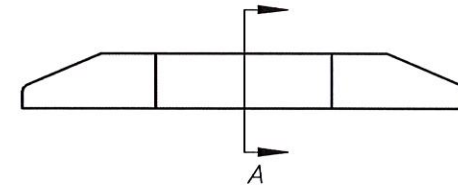
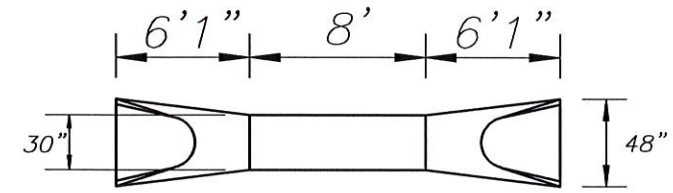
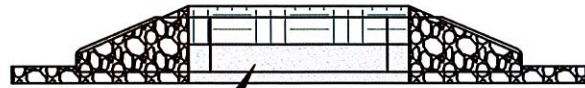


D50 6" Stone Riprap

Compacted Backfill



Crushed Rock (AB-3)

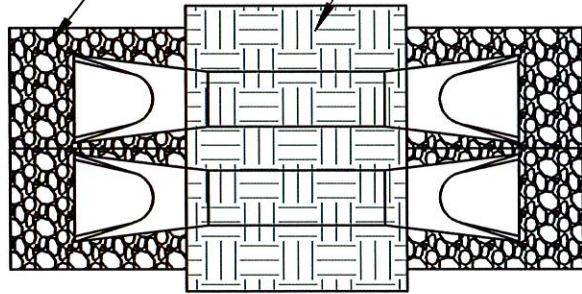


Section A
Backfill detail

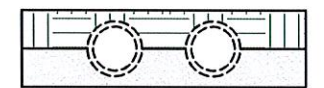
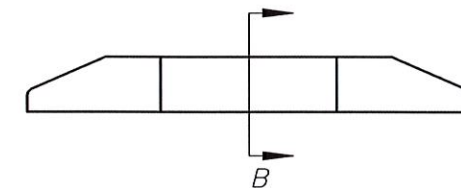
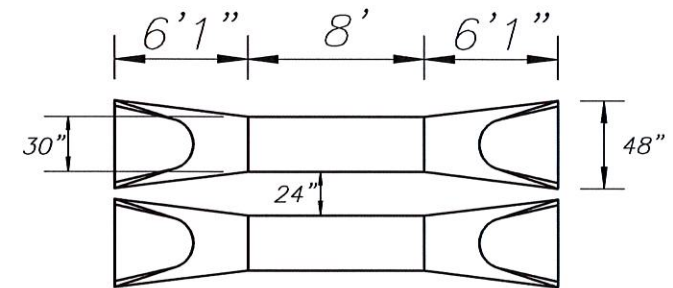
Standard Culvert Backfill detail

D50 6" Stone Riprap

Compacted Backfill

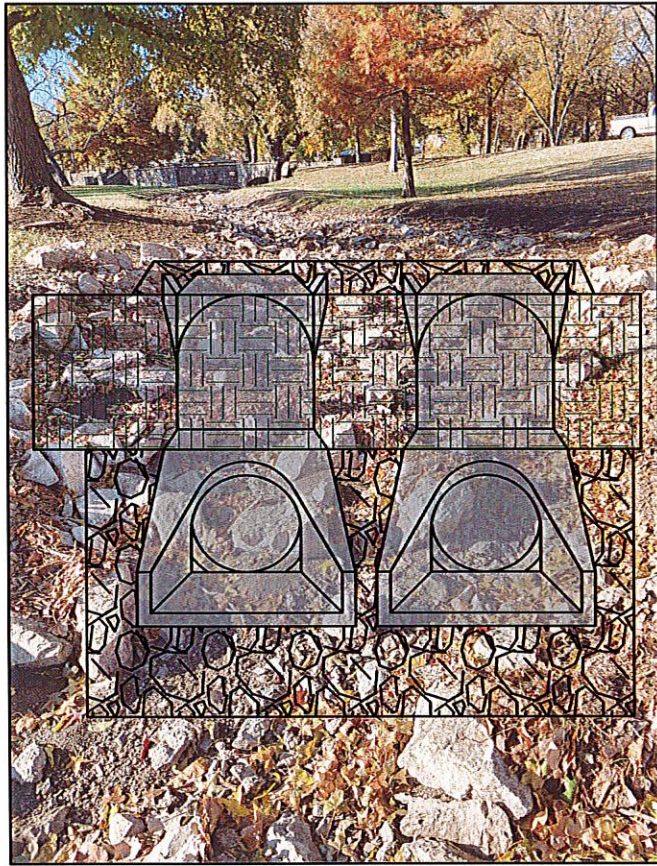


Crushed Rock (AB-3)



Section B
Backfill detail

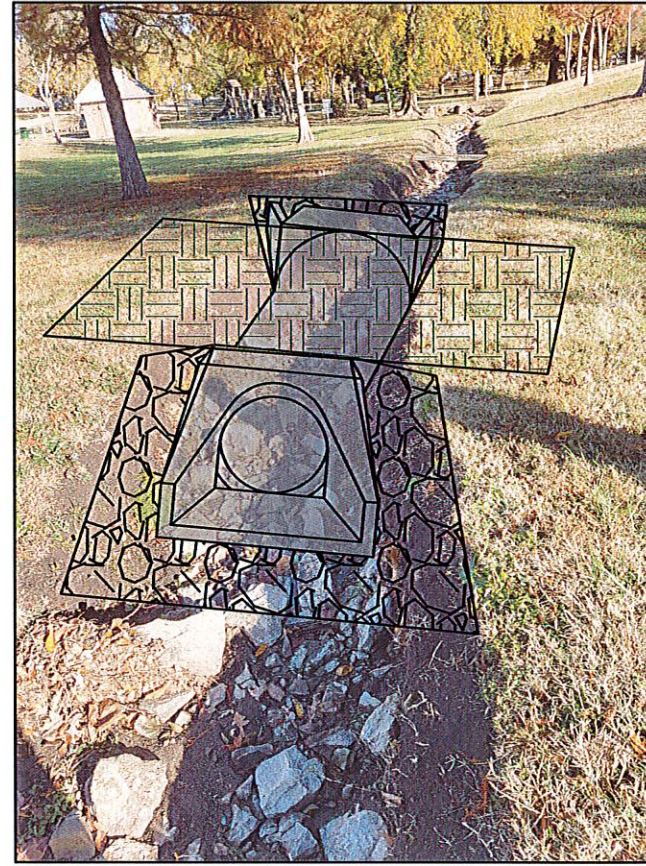
Double Culvert Backfill detail



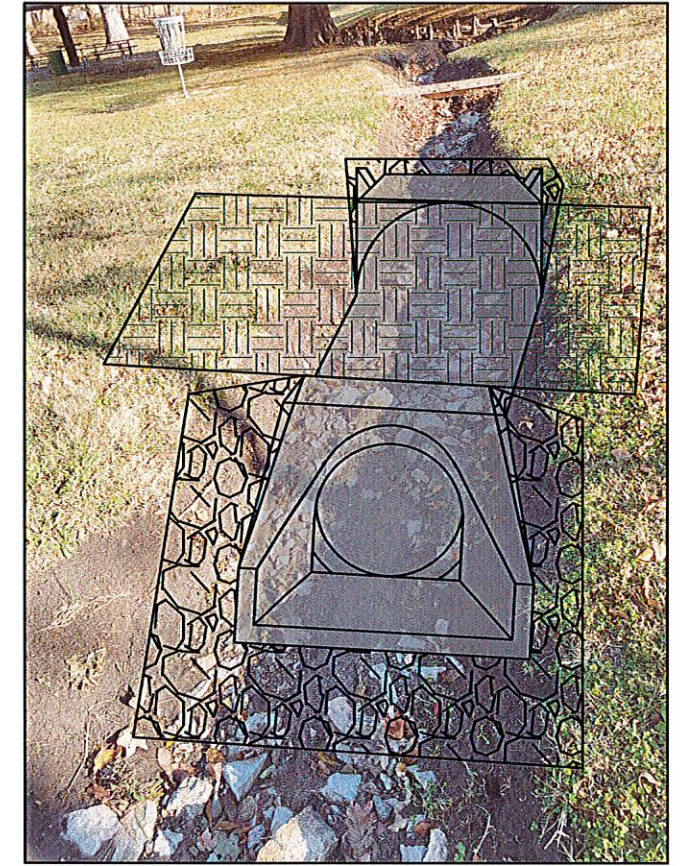
Hole 1 Culverts



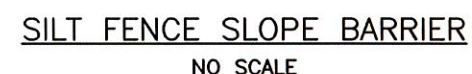
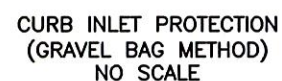
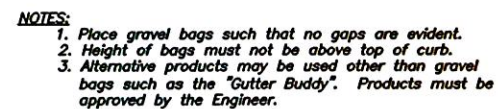
Hole 4 Culvert



Hole 7 Culvert



Hole 8 Culvert



SODDING PERIODS
March 1 to April 15 and September 1 to November 15

NOTE: Projects of less than 1 acre shall be bid as "Seeding" by the lump sum. All disturbed areas shall be seeded, fertilized and mulched at the listed rate per acre. The acres are estimated.

Note: If sediment fence is to be constructed across a ditch line or swale, it must be of sufficient length to eliminate endflow, and the plan configuration shall resemble an arc or horseshoe placed on a contour with the ends oriented upslope. Extra strength sediment fabric shall be used with a maximum 3-foot spacing of posts.

GENERAL: The entire disturbed area, except the paved or surfaced areas, steep rocky slopes and areas of undisturbed native sod or other desirable vegetation shall be fertilized (timed when required), seeded, and mulched. Soil preparation shall conform to the Standard Specifications except as noted below.

All borrow areas shown on the plans are to be fertilized, seeded, and mulched. However, operation in borrow areas where crops are growing may be omitted when requested by the owner.

It shall not be required to till the area to bare ground prior to permanent seeding. If temporary cover has provided stable slopes with no erosion, seed the permanent grasses into the existing cover. If there has been erosion that requires repair prior to seeding, then it may be necessary to regrade the area, resulting in bare ground.

FERTILIZER: A ratio and application rate that equals or exceeds the required minimum rate per acre of N, P O K O listed in Summary of Seeding Quantities will be acceptable.

MULCHING: Mulch shall be spread uniformly over all disturbed areas and punched in the soil, unless otherwise noted on the plans. The rate of application per acre, thickness in place, for the mulching material is as follows:

1¾ - 2¼ Tons per Acre = 1½" loose depth spread uniformly over acre.

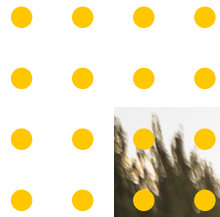
Agricultural products, such as native prairie hay, used for mulching and erosion control practices, excluding wood based mulch, shall meet the North American Weed Free Forage Standards.

Other vegetative mulches (Acceptable only with the Engineer's concurrence).

The above rate is a guide. It will be at the discretion of the Engineer to determine what rate is sufficient for adequate protection of newly seeded areas.

The amount of mulch in the bid quantities is estimated. The total mulch required shall be determined in the field. The bid item for mulching shall be paid for by one of the following ways:

A) Plan quantity as shown on this sheet.
B) Slope measurement as measured in field.
C) Drill measurement less 5% as measured at the time of seeding.

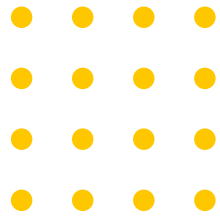


EMPORIA SKATE PARK

PRESENTATION

TABLE OF CONTENTS

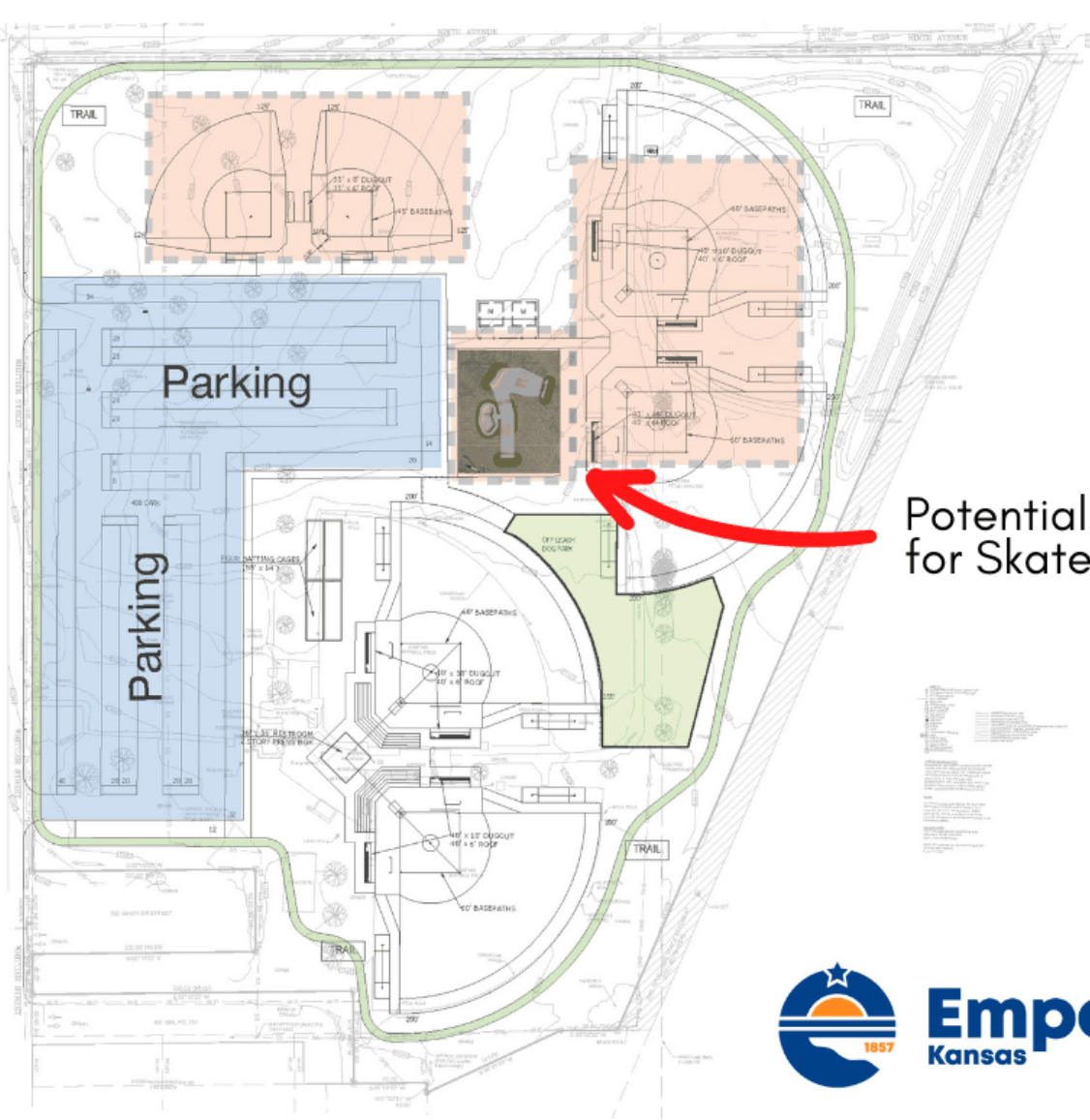
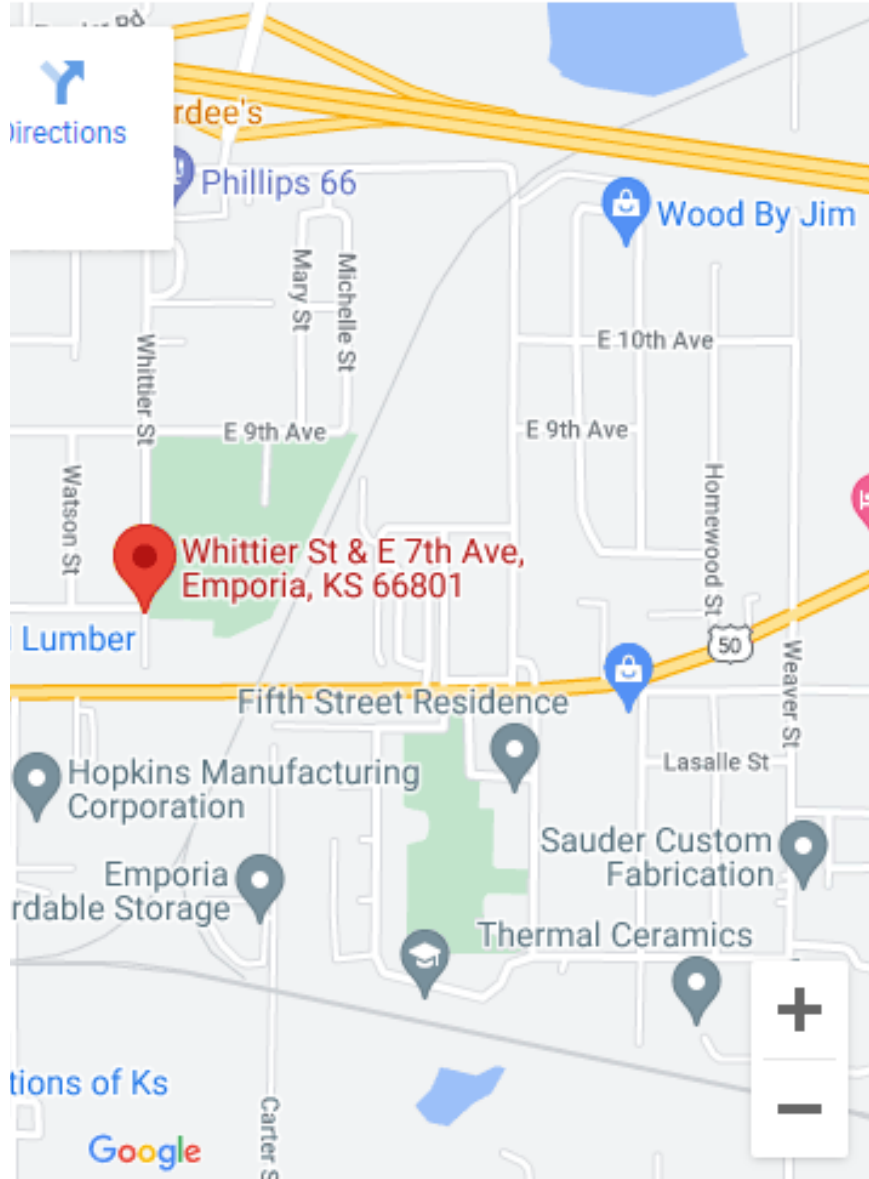
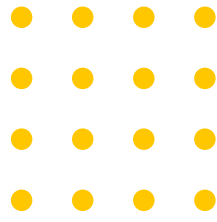
- Current Park and Lease
- Potential Redesign
- Survey Results
 - Current Park Traffic
 - New Site Rating
 - Design Elements
 - Amenities
 - Comments



CURRENT PARK AND LEASE

- Santa Fe Park
- Current lease through 2060
- Contract for baseball fields

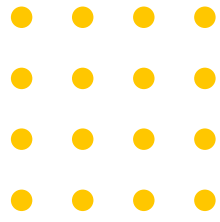




POTENTIAL REDESIGN

- Whittier Park
- Rec Center development





SURVEY RESULTS



01

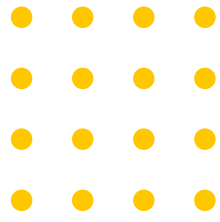
Current Park Traffic:

36%	0 visits
35%	1-5 visits
11%	6-10 visits
18%	10+ visits

02

New Site Rating:
2.75 out of 61 surveys





NEW DESIGN ELEMENTS



SURVEY RESULTS

- Security cameras
- Capacity quarter pipes
- Stair sets
- Access ledges
- Half pipe
- Covered seating
- RC car track
- Local art
- Round flat bar
- Slapped curb
- Hand rail
- Ledges-bank
- Pyramid ramp
- Lighting
- Kicker gap
- Parking
- Snake run
- Boxes
- Mini ramp
- Transition grades
- Pump track
- Bowl corners
- Room for free skate
- Landscaping design
- Bike friendly obstacles
- Pool
- Volcano



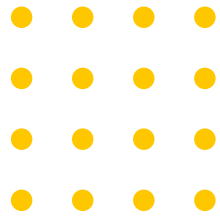


AMENITIES

SURVEY RESULTS

- Screen on north side of baseball diamonds
- Lights that do not shine in houses
- Walking trail
- Seating
- Playground
- Restroom (including winter)
- Splash pad
- Green space
- Picnic tables
- Water fountains
- Fenced dog park
- Shaded Area
- Vending machines
- Covered canopy
- Sand volleyball
- Concessions
- Emergency 911 phone (like ESU)
- Outdoor exercise equipment
- Trash cans
- Tables
- Handicap swings and toys
- Bike trails
- Place to practice batting





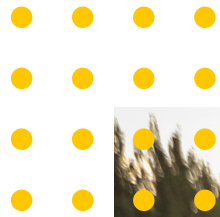
COMMENTS



SURVEY RESULTS

- Clean area
- Leave skate park where it is; intent of donation
- Use money for overpass on Weaver
- Beginners area separate from advanced
- Located near or at Peter Pan Park
- Impact on existing neighborhood
- Place at Urban Side Park
- Wall for kids to "tag" or paint
- Spend money on Rec Center upgrade
- More centrally located
- Indoor option
- ADA parking
- Limit gravel from getting onto skate park
- Dog park on east side of town





CONTACT US

E-mail	emporiainfo@emporiaks.gov
Website	www.emporiaks.gov
Phone	(620) 343-4250
Address	516 Mechanic Street, Emporia, Kansas 66801





Study Session Report

Title: Fireworks Stand Permit Fees
Proposed Agenda Date: February 1, 2023
Presented By: Christina Montgomery, City Attorney

BACKGROUND:

The City of Emporia first authorized the sale of fireworks within City limits in 2012 and established a stand permit fee of \$2,500.

The City of Emporia and Lyon County entered into a Memorandum of Understanding regarding fireworks in February of 2016. That MOU granted the City authority to issue fireworks stand permits for stands outside of city limits and specified that fireworks stand permit fees would be used to fund the joint City-County fireworks display. Permit fees in the amount of \$2,500 continued for stands inside city limits, and fees were established at \$1,500 for stands in the metropolitan planning area, and \$250 for stands outside of the MPA.

DISCUSSION:

The cost to exhibit the joint fireworks show increased approximately 28% between 2016 and 2022 while the number of stand permits has dropped (see attachment). The increased cost is roughly in line with CPI inflation rate during the same time frame.

City staff recommends a restructuring of stand permit fees that will include the following changes:

- Restructuring of the map to two zones instead of three, with one zone including the city and a one-mile radius outside city limits, and the other zone including the area outside of the one-mile radius;
- An increase of 25% to existing fees with the elimination of the middle tier fee; and
- An automatic 2% annual increase to permit fees.

ATTACHMENTS:

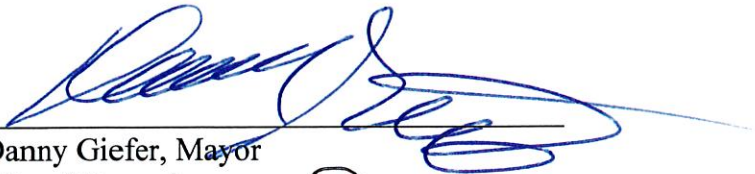
Existing MOU and map, fireworks revenue and expenses, proposal for new map

MEMORANDUM OF UNDERSTANDING

This agreement between the City of Emporia (hereafter referred to as City) and Lyon County, Kansas (hereinafter referred to as County) delineates the policies and procedures regarding retail firework stands in Lyon County, Kansas and the City of Emporia for the year 2016.

1. The City Clerk shall be responsible for issuing all permits for retail firework stands in the City and the County, and all applications for such permits must be made to the City Clerk. The City Clerk will coordinate with County personnel regarding land use restriction issues and any other issues arising within the County that may affect permit approval status.
2. The fees for retail firework stand permits shall be as follows: two thousand five hundred dollars (\$2,500) per stand in the City; one thousand five hundred dollars (\$1,500) per stand outside of the City limits but within the Metropolitan Area; and two hundred and fifty dollars (\$250) per stand outside of the metropolitan boundaries. The attached map labeled "Lyon County, Kansas Fireworks Permit Map" will be the official map designating the boundaries of each area.
3. All funds collected for firework stand permits shall be placed in a restricted account. These funds shall be utilized for inspection costs and the joint City County fireworks display. This account shall be subject to audit by the City, and the County shall receive a copy of all audit reports of the account.
4. The Emporia Fire Department will be responsible for inspection and enforcement of safety regulations of retail fireworks stands within the City, Metropolitan Area, and County.
5. The sale of fireworks at retail fireworks stands will be authorized between the dates of June 27, 2016 and July 5, 2016 in the City and the County. No fireworks shall be sold at retail fireworks stands outside of these dates.

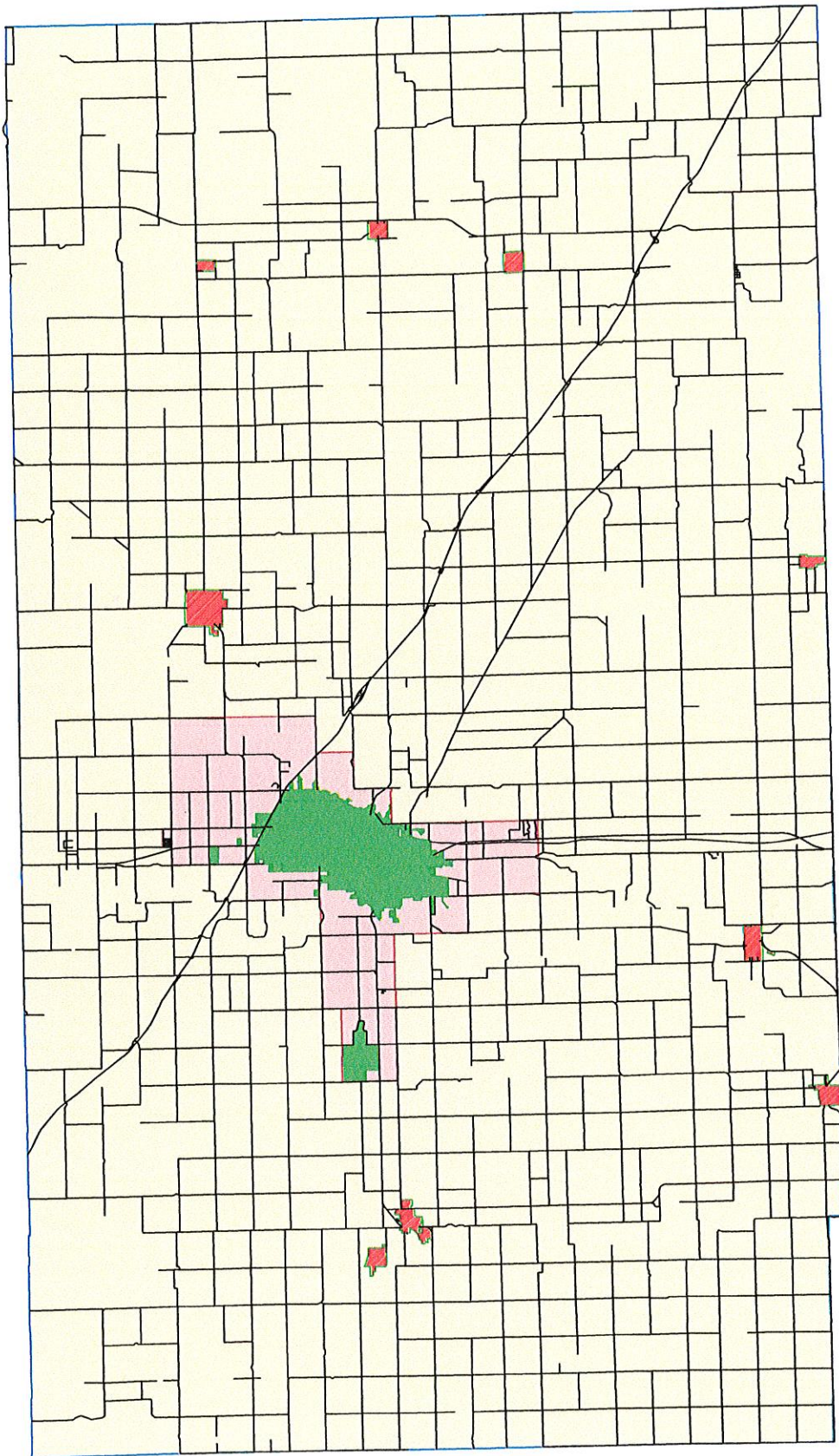
IN WITNESS WHEREOF the parties hereto have set their hands this 17th day of February, 2016.



Danny Giefer, Mayor
City of Emporia



Rollie Martin, Chairman
Lyon County Commission



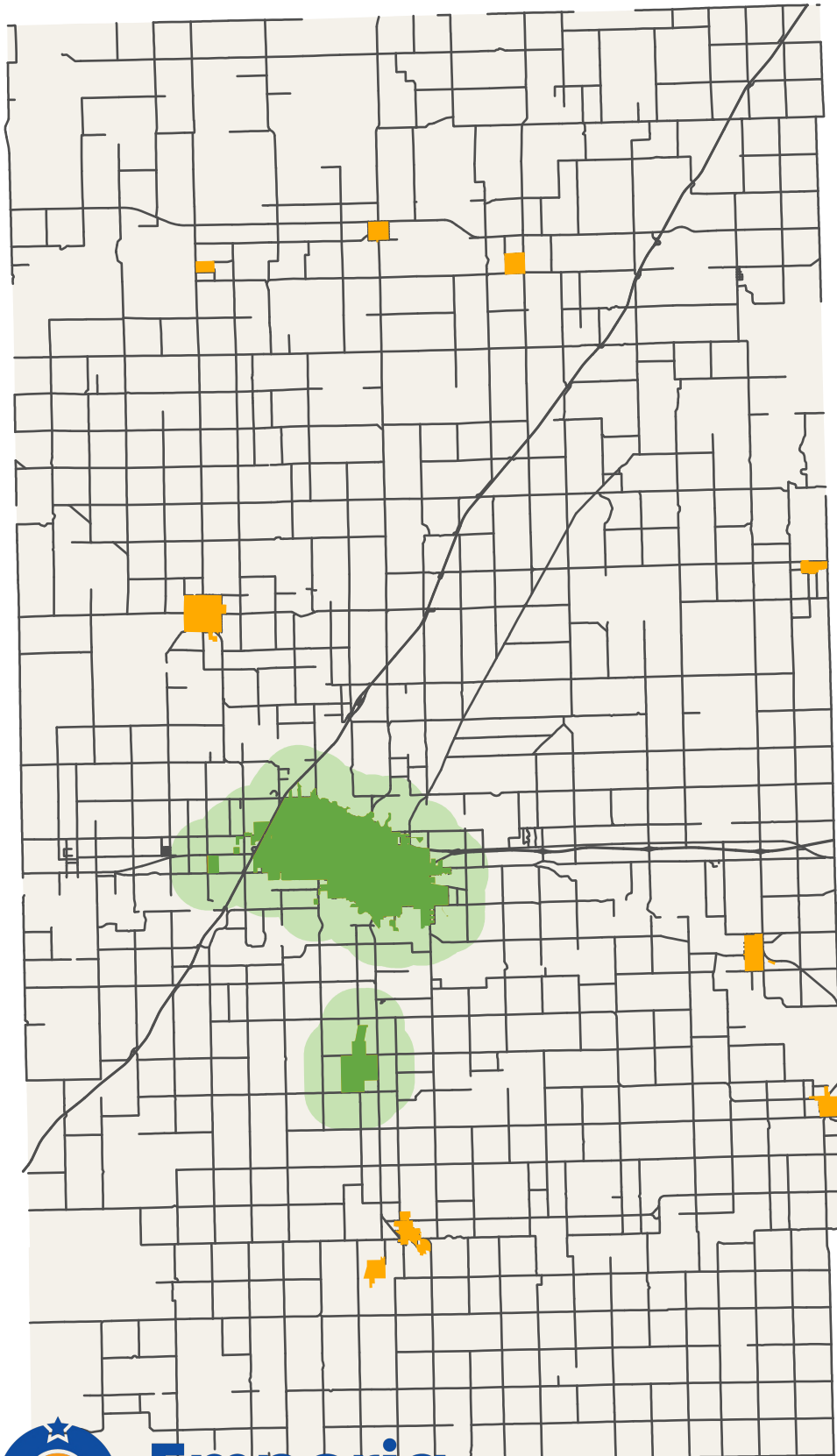
LEGEND

- LYON COUNTY
- METROPOLITAN AREA
- CITY OF EMPORIA
- RURAL COMMUNITIES

PERMIT FEES

- \$250.00 Outside Metropolitan Area
- \$1,500.00 in Metropolitan Area surrounding City of Emporia
- \$2,500.00 within City of Emporia

LYON COUNTY, KANSAS FIREWORKS PERMIT MAP



- Emporia City Limits
- One Mile Radius
- Rural Communities

PROPOSED FIREWORKS PERMIT FEES

Zone 1: \$3,125.00
Inside City of Emporia
and One Mile Radius

Zone 2: \$312.00
Outside of One
Mile Radius

*Rural Communities may choose
to regulate their own fireworks sales

