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

ORDER OF BUSINESS

CALL MEETING TO ORDER Mayor Susan Brinkman

MEMBERS PRESENT

Vice Mayor Becky Smith
Commissioner Danny Giefer
Commissioner Erren Harter
Commissioner Jamie Sauder

PROCLAMATIONS

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) **Memorandum of Understanding with Lyon County Regarding Retail Fireworks Stand Permits.**

   Presented by: Christina Montgomery, City Attorney

   Recommended Action: Approve Memorandum of Understanding with Lyon County Regarding Retail Fireworks Stand Permits.

2) **Ordinance 23-04 Authorizing a Beer Garden for Town Royal St. Patrick's Day Celebration.**

   Presented by: Christina Montgomery, City Attorney

   Recommended Action: Approve Ordinance 23-04 Authorizing a Beer Garden for Town Royal St. Patrick's Day Celebration.

3) **Ordinance 23-02 Authorizing a Beer Garden for Dynamic Discs GBO Block Party.**

   Presented by: Christina Montgomery, City Attorney

   Recommended Action: Approve Ordinance 23-02 Authorizing a Beer Garden for Dynamic Discs GBO Block Party.

4) **Ordinance 23-03 Authorizing Emporia Main Street Common Consumption Area.**

   Presented by: Christina Montgomery, City Attorney

   Recommended Action: Approve Ordinance 23-03 Authorizing Emporia Main Street Common Consumption Area.

COMMUNICATIONS

Presented by Trey Cocking, City Manager.

1) January Budget

CONSENT AGENDA

Presented by Trey Cocking, City Manager.

1) Commission Meeting Minutes for February 15, 2023
2) Set Bid Time and Date for Biosolid Disposal.
3) Set Bid Time and Date Street Preservation Project.

INFORMATIONAL ITEMS

Presented by Trey Cocking, City Manager.

1) Informational Items

GOVERNING BODY COMMENTS

Mayor Susan Brinkman
Vice Mayor Becky Smith
Commissioner Danny Giefer
Commissioner Erren Harter
Commissioner Jamie Sauder

EXECUTIVE SESSION

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

   Recess into Executive Session to discuss confidential matters of a third party regarding economic development projects for 25 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) Discuss Water Rates Study.
2) New Water Meters
3) WAW Advisory Slot for Commissioner.
4) Discuss the May 17, 2023, Commission Meeting.

ADJOURNMENT

Commission Action Report

Title:	Memorandum of Understanding with Lyon County Regarding Retail Fireworks Stand Permits
Proposed Agenda Date:	March 1, 2023
Presented By:	Christina Montgomery, City Attorney

BACKGROUND:

The City of Emporia and Lyon County have been parties to a Memorandum of Understanding regarding retail fireworks stand permits since 2016. The MOU specified that the City Clerk would issue all permits for retail fireworks stands in the City of Emporia and Lyon County, and permit fees would be utilized to fund the joint City-County fireworks display. The joint fireworks display has become more costly to exhibit each year, and the City has requested a fee increase to help offset increased costs. The City and County discussed an updated MOU at their joint meeting on February 15, 2023.

DISCUSSION:

The proposed MOU would increase retail fireworks stand permit fees by 30% and restructure the fee system from a three-tier system to a two-tier system as illustrated in the attached map.

FINANCIAL CONSIDERATIONS:

A 30% increase to retail fireworks stand permit fees is anticipated to provide revenue needed to fund all or a larger percentage of the costs associated with exhibiting the joint City-County fireworks display.

OTHER CONSIDERATIONS:

The Board of Commissioners of Lyon County, Kansas approved the MOU at their February 23, 2023 meeting.

RECOMMENDED ACTION:

Approve Memorandum of Understanding with Lyon County Regarding Retail Fireworks Stand Permits

ATTACHMENTS:

Memorandum of Understanding
Map

MEMORANDUM OF UNDERSTANDING

This agreement between the City of Emporia, Kansas (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.

1. The City Clerk shall be responsible for issuing all permits for retail firework stands in the City of Emporia and Lyon 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: $3,250 per stand in the Emporia city limits and within one mile outside of Emporia city limits; and $325 per stand outside of the one-mile area. The attached map labeled "Lyon County, Kansas Fireworks Permit Map" will be the official map designating the boundaries of each area.

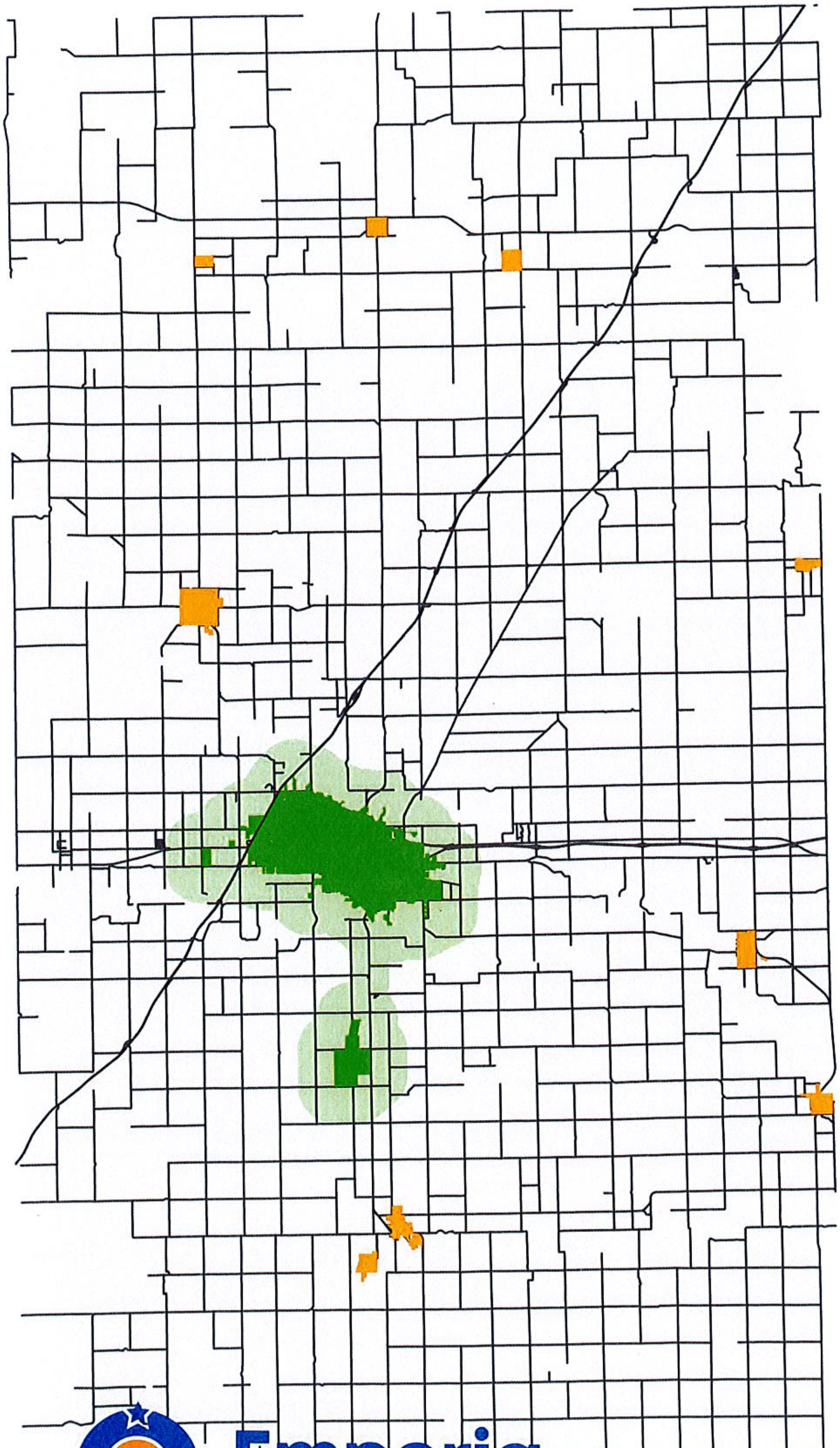
3. All funds collected for firework stand permits shall be placed in a restricted account. These funds shall be utilized for inspection costs and the joint City-County fireworks display. This account shall be subject to audit by the City, and the County shall receive a copy of all audit reports of the account.

4. The Emporia Fire Department will be responsible for inspection and enforcement of safety regulations of retail fireworks stands within the City of Emporia and Lyon County.

5. The sale of fireworks at retail fireworks stands will be authorized between the dates of June 27 and July 5 of each calendar year in the City of Emporia and Lyon 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 _____ day of March 2023.

CITY OF EMPORIA	LYON COUNTY
______________________________	Rollie Martin
Susan Brinkman, Mayor	Rollie Martin, Chairman
Attest:	Attest:
______________________________	Amie L. Jackson, Deputy
Kerry Sull, City Clerk	Tammy Vopat, County Clerk



Lyon County, Kansas Fireworks Permit Map

2023

Zone 1: $3,250
Inside City of Emporia
and One Mile Radius

Zone 2: $325
Outside of One
Mile Radius

*Rural Communities may choose
to regulate their own firework sales

Emporia City Limits

One Mile Radius

Rural Communities

N

Emporia
Kansas
1857

Commission Action Report

Title: Ordinance 23-04 Authorizing a Beer Garden for Town Royal St. Patrick's Day Celebration

Proposed Agenda Date: March 1, 2023

Presented By: Christina Montgomery, City Attorney

BACKGROUND:

For several years, Town Royal has hosted a beer garden to sell and serve enhanced cereal malt beverages and alcohol in connection with the St. Patrick's Day Celebration. Town Royal is requesting permission to host a beer garden on March 18, 2023, from 10:00 a.m. to 12:00 a.m. in the parking lot next to Town Royal at 405 Commercial Street and Fourth Avenue south of the parking lot. This location is depicted on the attached map.

DISCUSSION:

The proposed ordinance will temporarily exempt the parking lot, sidewalk, and street in the requested area from the standard prohibition on the sale and consumption of alcoholic beverages. The ordinance requires the beer garden to be enclosed by city fencing in a location approved by the Chief of Police. Town Royal will be required to meet city and state requirements for alcohol sales. No one under the age of 21 may possess or consume alcohol within the beer garden, and no alcohol may be consumed in vehicles while on the street at the event.

FINANCIAL CONSIDERATIONS:

N/A

RECOMMENDED ACTION:

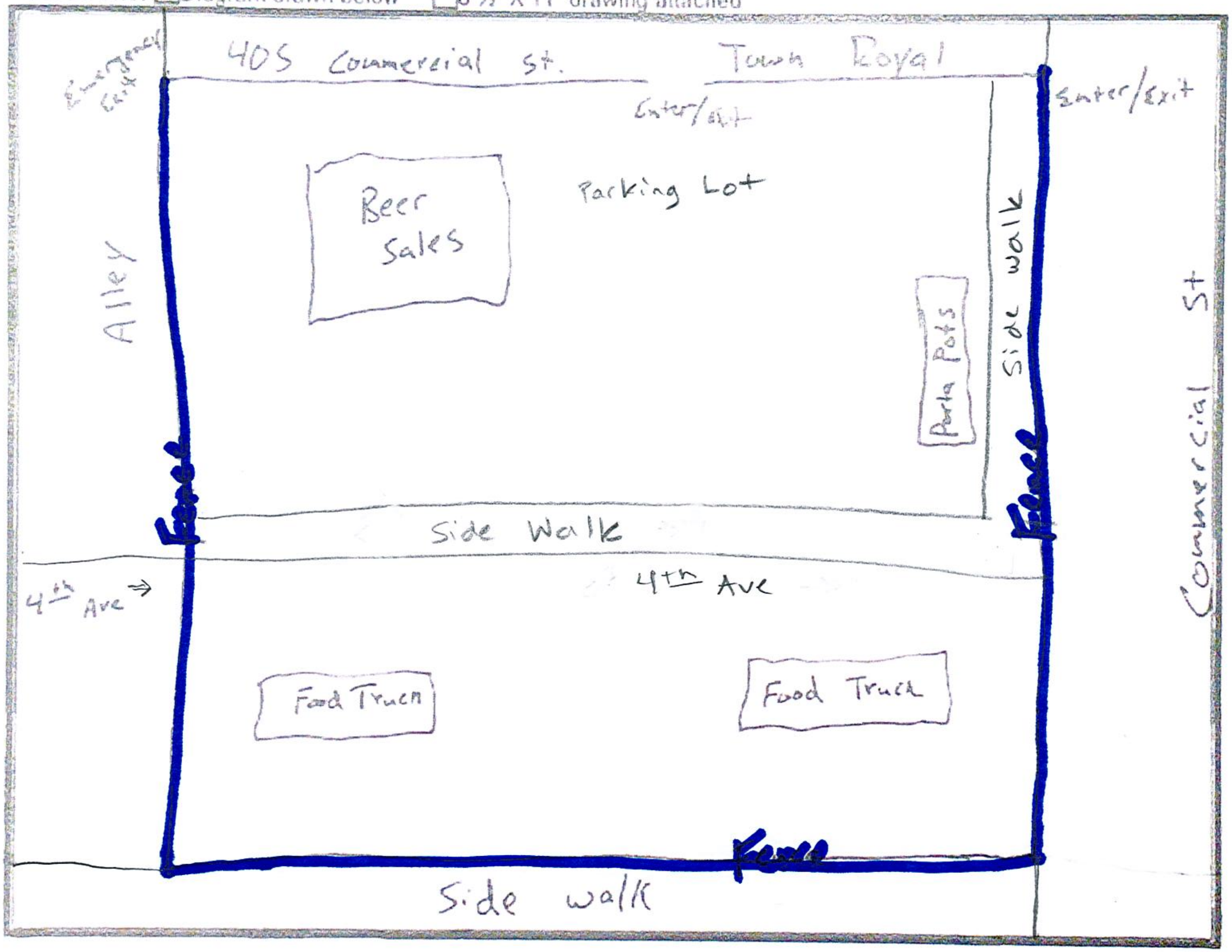
Approve Ordinance 23-04 Authorizing a Beer Garden for Town Royal St. Patrick's Day Celebration

ATTACHMENTS:

Ordinance No. 23-04
Map

diagram must indicate the current premise and the temporary extension area   Architectural drawings are not accepted if larger than 8 ½" X 11".

Check one: ☑ Diagram drawn below   ☐ 8 ½" X 11" drawing attached



ORDINANCE NO. 23-04

AN ORDINANCE EXEMPTING THE PARKING LOT SOUTH OF 405 COMMERICAL STREET AND FOURTH AVENUE BETWEEN COMMERCIAL STREET AND THE ALLEY WEST OF COMMERCIAL STREET IN THE CITY OF EMPORIA, KANSAS, FROM THE PROHIBITION ON THE CONSUMPTION OF ALCOHOLIC BEVERAGES.

WHEREAS, Town Royal requests an exemption from the prohibition of sale and consumption of enhanced cereal malt beverages (CMB) and/or alcoholic liquor on the parking lot south of Town Royal, 405 Commercial Street, and 4th Avenue between Commercial Street and the alley west of Commercial Street; Emporia, Kansas, in connection with the operation of a temporary beer garden for the St. Patrick’s Day celebration on March 18, 2023.

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

SECTION 1. Pursuant to K.S.A. 2009 SUPP. 41-719(d), as amended, and City Code Sec. 14-102 governing beer gardens; the Governing Body exempts the parking lot south Town Royal, 405 Commercial Street, and 4th Avenue between Commercial Street and the alley west of Commercial Street from the prohibition on the sale and consumption of enhanced cereal malt beverage (CMB) and alcoholic liquor when it is being consumed in conjunction with the St. Patrick's Day celebration between 10:00 a.m. and 12:00 a.m. on March 18, 2023, as authorized by the City Manager and subject to any other laws or ordinances regulating the possession, sale and/or consumption of CMB and alcoholic liquor.

SECTION 2. Sale and consumption shall be allowed within an area delineated by City of Emporia fencing in a manner approved by the Chief of Police or designee which clearly distinguishes the area where alcoholic beverages are permitted. No one under the age of 21 shall possess or consume alcoholic beverages and event sponsors shall be held strictly accountable for any violations. No alcoholic beverages shall be consumed in vehicles while on the street at any special event.

SECTION 3. No person shall remove any alcoholic liquor or CMB from inside the boundaries of the special event as delineated by signs, posted map or other means which reasonably identify the boundaries of the special event.

SECTION 4. Licensees must meet all the requirements for obtaining an extension of premises for sale of alcoholic beverages by the city and the state.

SECTION 5. This ordinance shall become effective upon publication in the official city newspaper.

PASSED AND APPROVED this 1st day of March 2023.

____
Susan Brinkman, Mayor

ATTEST:

____
Kerry Sull, City Clerk

Commission Action Report

Title:	Ordinance 23-02 Authorizing a Beer Garden for Dynamic Discs GBO Block Party
Proposed Agenda Date:	March 1, 2023
Presented By:	Christina Montgomery, City Attorney

BACKGROUND:

For several years, Dynamic Discs has hosted a beer garden to sell and serve enhanced cereal malt beverages and alcohol in connection with the Dynamic Discs GBO Block Party. Dynamic Discs and Mixers and Shakers, LLC are requesting permission to host a beer garden on April 29, 2023 from 5:00 p.m. to 10:00 p.m. in the 800 and 900 blocks of Commercial Street and 9th Avenue between Commercial Street and the alley to the west. This location is depicted on the attached map.

DISCUSSION:

The proposed ordinance will temporarily exempt city streets, alleys, and sidewalks in the approved location from the standard prohibition on the sale and consumption of alcoholic beverages. The ordinance requires the beer garden to be enclosed by city fencing in a location approved by the Chief of Police. Mixers and Shakers, LLC will be required to meet city and state requirements for alcohol sales. No one under the age of 21 may possess or consume alcohol within the beer garden, and no alcohol may be consumed in vehicles while on the street at the event.

FINANCIAL CONSIDERATIONS:

N/A

RECOMMENDED ACTION:

Approve Ordinance 23-02 Authorizing a Beer Garden for Dynamic Discs GBO Block Party

ATTACHMENTS:

Ordinance 23-02

ORDINANCE NO. 23-02

AN ORDINANCE EXEMPTING AN AREA IN THE 800 BLOCK AND THE 900 BLOCK OF COMMERCIAL STREET AND 9TH AVENUE BETWEEN COMMERCIAL STREET AND THE ALLEY WEST OF COMMERCIAL STREET IN THE CITY OF EMPORIA FROM THE PROHIBITION ON THE SALE AND CONSUMPTION OF ALCOHOLIC BEVERAGES FOR THE DYNAMIC DISCS GBO BLOCK PARTY EVENT APRIL 29, 2023

WHEREAS, sponsors of the Dynamic Discs GBO event and Mixers and Shakers, LLC have requested an exemption from the prohibition of sale and consumption of enhanced cereal malt beverages (CMB) and/or alcoholic liquor in connection with the Dynamic Discs GBO Block Party special event.

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

SECTION 1. Pursuant to K.S.A. 2011 SUPP. 41-719, as amended, the Governing Body temporarily exempts Commercial Street in the 800 and 900 block and 9th Avenue between Commercial Street and the alley west of Commercial Street, with the exact location to be approved by the Chief of Police or designee, from the prohibition on the sale and consumption of enhanced cereal malt beverage (CMB) and alcoholic liquor when it is being sold or consumed in conjunction with the Dynamic Discs GBO Block Party special event on April 29, 2023, between the hours of 5:00 p.m. to 10:00 p.m., as authorized by the city manager and subject to any other laws or ordinances regulating the possession, sale and/or consumption of enhanced CMB and alcoholic liquor.

SECTION 2. Sale and consumption shall be allowed within an area delineated by City of Emporia fencing in a manner approved by the Chief of Police or designee which clearly distinguishes the area where alcoholic beverages are permitted. No one under the age of 21 shall possess or consume alcoholic beverages and event sponsors shall be held strictly accountable for any violations. No alcoholic beverages shall be consumed in vehicles while on the street at any special event.

SECTION 3. No person shall remove any alcoholic liquor or CMB from inside the boundaries of the special event as delineated by signs, posted map or other means which reasonably identify the boundaries of the special event.

SECTION 4. Licensees must meet all licensing requirements for the sale of alcoholic beverages by the city and the state.

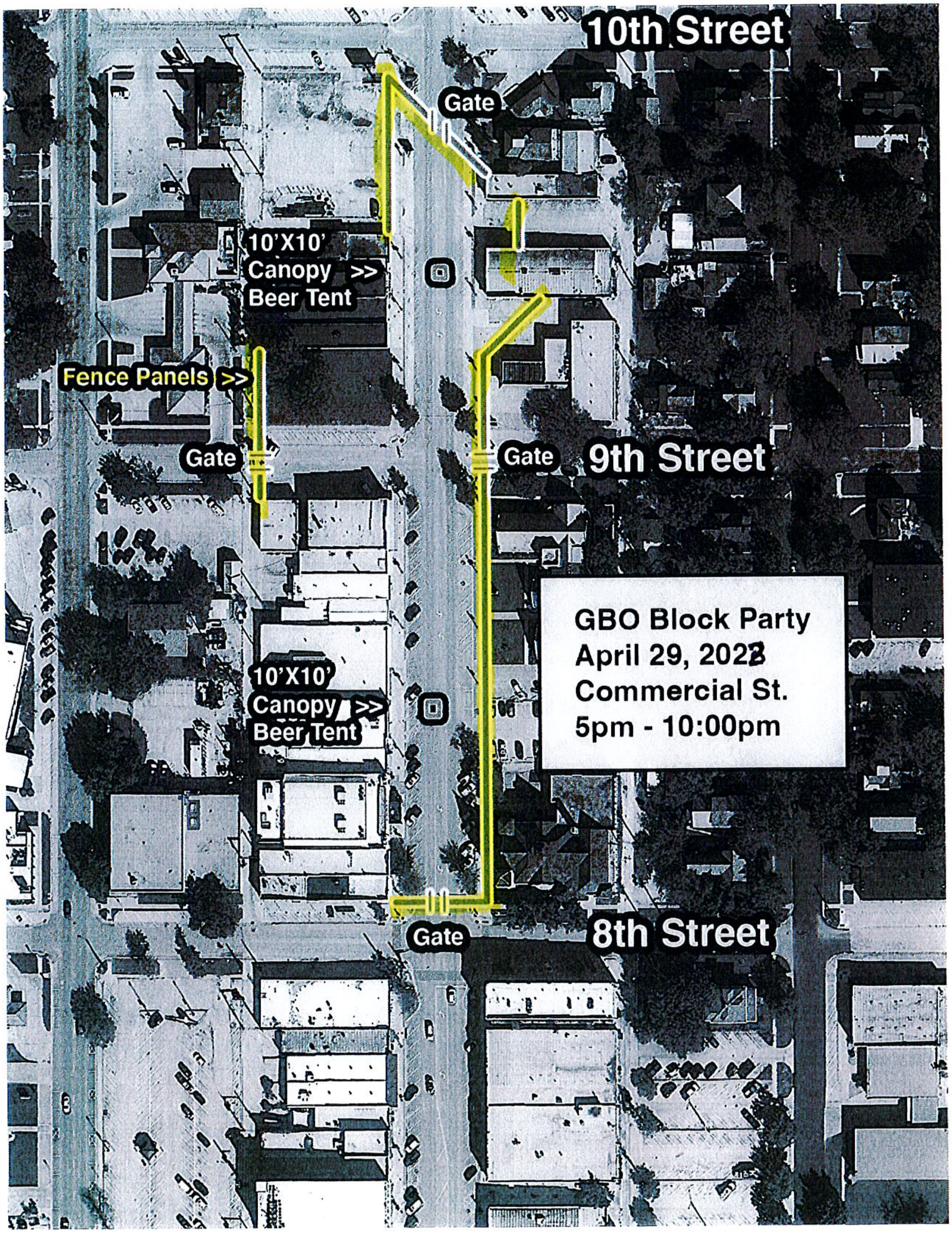
SECTION 5. This ordinance shall become effective upon publication in the official city newspaper.

PASSED AND APPROVED this 1st day of March 2023.

____
Susan Brinkman, Mayor

ATTEST:

____
Kerry Sull, City Clerk


10th Street
Gate
10'X10'
Canopy >>
Beer Tent
Fence Panels >>
Gate
Gate
9th Street
GBO Block Party
April 29, 2023
Commercial St.
5pm - 10:00pm
10'X10'
Canopy >>
Beer Tent
Gate
8th Street

Commission Action Report

Title: Ordinance 23-03 Authorizing Emporia Main Street Common Consumption Area

Proposed Agenda Date: March 1, 2023

Presented By: Christina Montgomery, City Attorney

BACKGROUND:

Emporia Main Street, Inc. has applied to host a Common Consumption Area (CCA). Alcohol and enhanced CMB may be sold and consumed in a CCA when open for a special event. Licensed drinking establishments (DE's) adjacent to the CCA may apply to the state to participate in a CCA. Taverns adjacent to the CCA may apply to the city to participate in a CCA.

DISCUSSION:

The proposed ordinance authorizes a CCA for the remainder of 2023. A special event permit approved by Emporia Police Department will be required to open the CCA. When open, alcohol and enhanced CMB may be sold and consumed in the CCA between the hours of 12:00 pm and 12:00 am. The CCA permit holder will be held liable for all alcohol violations that occur within the CCA and participating licensed DE's and/or taverns will be held liable for alcohol violations that occur within their licensed premises. The requested CCA area is depicted on the attached map.

FINANCIAL CONSIDERATIONS:

N/A

RECOMMENDED ACTION:

Ordinance 23-03 Authorizing Emporia Main Street Common Consumption Area

ATTACHMENTS:

Ordinance 23-03 including map attachment

ORDINANCE NO. 23-03

AN ORDINANCE ESTABLISHING A COMMON CONSUMPTION AREA AND AUTHORIZING THE POSSESSION AND CONSUMPTION OF ALCHOLIC LIQUOR AND CEREAL MALT BEVERAGE WITHIN THE COMMON CONSUMPTION AREA BOUNDARIES.

WHEREAS, Emporia Main Street, desires to sponsor a Common Consumption Area including the area north of 6th Avenue to south of 10th Avenue including Commercial Street and the half-blocks immediately west and east of Commercial Street not including alleys; those portions of 7th Avenue, 8th Avenue, and 9th Avenue falling within said half-block areas; and the northern portion of the alley in the 600 block west of Commercial Street; intended to be used from time to time as a public gathering place for special events where possession and consumption of alcoholic beverages and/or cereal malt beverages (hereinafter referred to as CMB) is authorized during dates and times in which the Common Consumption Area is open, as designated by the Governing Body of the City of Emporia; and

WHEREAS, the Governing Body of the City of Emporia desires to establish said Common Consumption Area and approves Emporia Main Street as applicant for the Common Consumption Area Permit.

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

SECTION 1. Establishment of Common Consumption Area. Pursuant to K.S.A. 41-2659, as amended, the Governing Body hereby establishes a Common Consumption Area (hereinafter referred to as CCA) during special events, excluding any and all areas which are currently or otherwise become subject to a license issued pursuant to the Kansas Liquor Control Act or the Club and Drinking Establishment Act; and approves Emporia Main Street as the sponsor of the CCA. The Common Consumption area shall include an area north of 6th Avenue to south of 10th Avenue including Commercial Street and the half-blocks immediately west and east of Commercial Street not including alleys; those portions of 7th Avenue, 8th Avenue, and 9th Avenue falling within said half-block areas; and the northern portion of the alley in the 600 block west of Commercial Street in the City of Emporia, as illustrated in Exhibit A, incorporated herein by reference. The CCA shall remain in effect until December 31, 2023.

SECTION 2. Special Event Permit Required; Streets; Hours. The CCA shall be open during a special event after application and approval of a special event permit from the Emporia Police Department. The boundaries of the event shall be clearly marked using City of Emporia fencing or other apparent line of demarcation as approved by the Police Chief or designee. Any public street, roadway, alley, or parking lot that lies within the CCA designated for the special event shall be blocked from motorized traffic during the hours in which alcoholic liquor and/or CMB is consumed. The possession and consumption of alcoholic liquor and/or CMB within the CCA during a special event shall only be allowed between the hours of 12:00 p.m. and 12:00 a.m. Sunday through

Saturday.

SECTION 3. Permit; Directors of the Division of Alcoholic Beverage Control. The Governing Body hereby authorizes the possession and consumption of alcoholic liquor and/or CMB in the Common Consumption Area during a special event as authorized by the Emporia Police Department with boundaries clearly demarcated provided that a common consumption area permit ("Permit") has been issued to Emporia Main Street by the State of Kansas, Director of the Division of Alcoholic Beverage Control ("Director") in accordance with K.S.A. 41-2659 and amendments thereto.

SECTION 4. Authorized Alcoholic Liquor Containers. All alcoholic liquor and/or CMB removed from a licensed premise, with a valid CCA permit and authorized to participate in the special event, shall be served in a container that displays the licensee's trade name or logo or other identifying mark that is unique to the licensee. No alcoholic beverage removed from a licensed premise shall be in a glass container or any container that otherwise represents a potential danger to the public as determined by law enforcement officials.

SECTION 5. Purchases Outside CCA. The possession or consumption of alcoholic liquor and/or CMB purchased outside of the CCA shall not be permitted inside the boundaries of the special event and CCA.

SECTION 6. Purchases Within CCA. No open container of alcoholic liquor and/or CMB purchased within the CCA shall be removed from the boundaries of the CCA and special event. No alcoholic beverages shall be consumed in vehicles while on the street at any special event within the CCA.

SECTION 7. Licensees. All licensees approved by the Director to participate in the CCA shall at all times comply with any and all federal and state law and City ordinances regulating the purchase, sale, and consumption of alcoholic liquor and/or CMB.

SECTION 8. Effective Date. The Ordinance shall become effective upon passage and publication of the ordinance summary in the official City newspaper.

PASSED AND APPROVED this 1st day of March 2023.

____
Susan Brinkman, Mayor

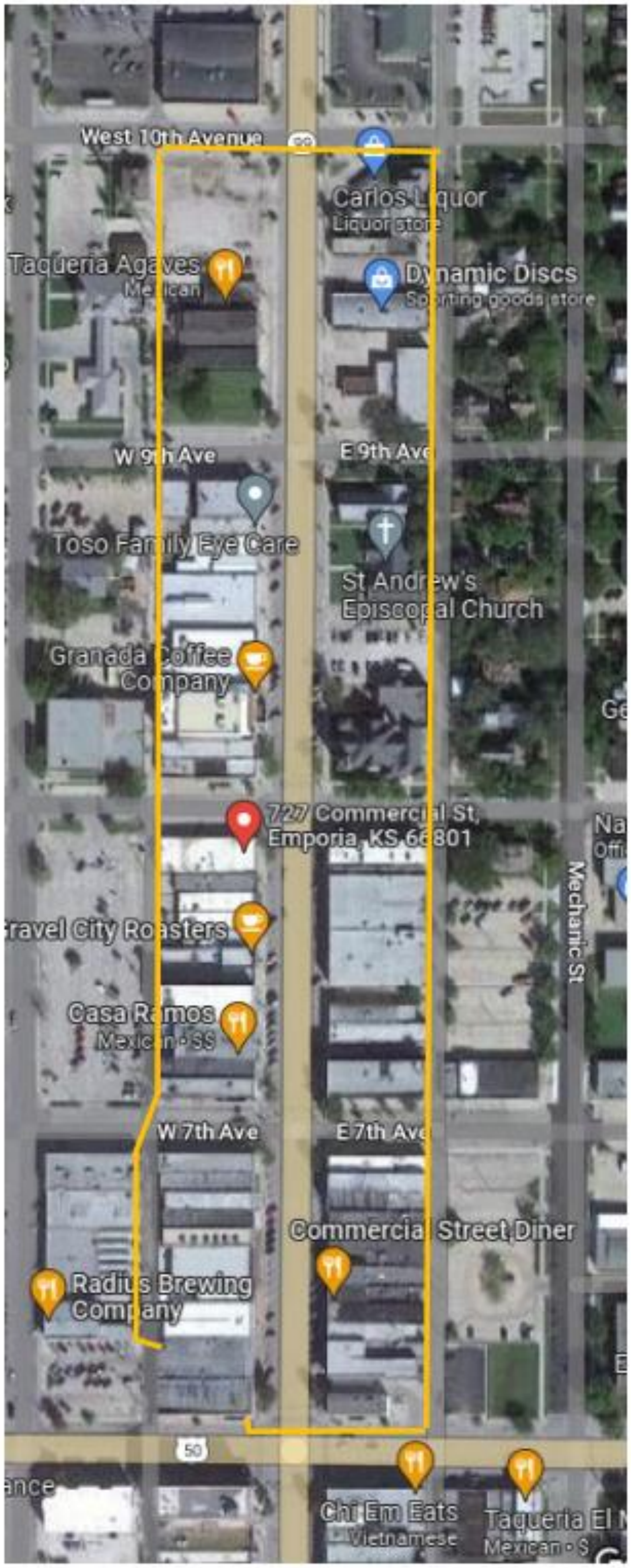
ATTEST:

____
Kerry Sull, City Clerk

Exhibit A

Emporia
Main Street

Common
Consumption
Area 2023



3

DATE: February 10, 2023
TO: City Commissioners
FROM: Janet Harrouff
SUBJECT: Budget Comparison

The **General Fund** Income Statement for the one-month period ended January 31, 2023, has been reviewed and the significant budget variations have been explained below.

<u>Revenue:</u>

Ad Valorem Tax: $344,421 higher than YTD budget

Reimbursements: $199,746 lower than YTD budget
    Half of the taxes for demolishing the Hornet Point building was paid.

<u>Expense</u>

Capital Outlay: $318,868 under YTD budget due to not purchasing items yet.

Total revenues for the one-month period ended January 31, 2023, were $638,037 over the YTD budget while expenses were $685,624 under the YTD Budget. Therefore, the General Fund experienced operating results of $1,323,661 more favorable than the YTD Budget.

I have reviewed the **Water Fund** Income Statement for the one-month period ended January 31, 2023. The significant budget variations have been explained below.

<u>Revenue</u>
Sale of Water: $38,873 over YTD budget.

<u>Expense</u>

Maintenance & Repair: $68,506 over YTD budget
    Equipment - $59,246 higher
    Main to Meter - $13,500 higher
    Water Main - $15,272.68 higher
    Pumping equipment - $11,000 lower

Other Charges: $246,338 under YTD due to depreciation not calculated due to a glitch in the software.

Capital Outlay: $630,000 lower than YTD budget due to not purchasing items yet.

Total revenues for the one-month period ended January 31, 2023, were $39,817 over the YTD budget while expenses were $323,437 lower the YTD Budget. Therefore, the Water Fund experienced operating results of $363,254 more favorable than the YTD Budget.

I have reviewed the **Wastewater Fund** Income Statement for the one-month period ended January 31, 2023. The significant budget variations have been explained below.

<u>Revenue:</u>
Sewer Charges: $42,619 higher than YTD budget

<u>Expenses</u>
Capital Outlay: $460,388 lower than YTD budget due to not purchasing items yet.

Total revenues for the one-month period ended January 31, 2023, were $35,949 higher the YTD budget while expenses were $507,507 lower the YTD Budget. Therefore, the Wastewater Fund experienced operating results of $1543,456 more favorable than the YTD Budget.

I have reviewed the **Solid Waste Fund** Income Statement for the one-month period ended January 31, 2023. The significant budget variations have been explained below.

<u>Revenue</u>
Collection fees: $2,775 higher than YTD budget

Rolloff: $10,542 higher than YTD budget

<u>Expenses</u>

Capital Outlay $685,000 lower than YTD budget due to items not purchased yet.

Total revenues for the one-month period ended January 31, 2023, were $3,044 higher the YTD budget while expenses were $663,747 lower than the YTD Budget. Therefore, the Solid Waste Fund experienced operating results of $666,792 more favorable than the YTD Budget.

City of Emporia, Kansas

GENERAL FUND

as of January 31, 2023

GENERAL FUND

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	4,535,363	4,519,095	4,515,233	5,744,854	5,744,854
REVENUE					
Ad Valorem Property Tax	5,112,898	5,636,204	2,830,000	3,174,421	(344,421)
Sales Tax	7,676,241	8,992,800	749,400	781,351	(31,951)
Franchise Tax	3,041,958	2,814,536	234,544	272,363	(37,819)
Other Taxes	2,063,459	731,188	30,500	67,715	(37,215)
Intergovernmental Taxes	313,974	333,006	4,703	2,229	2,474
Licenses & Permits	385,058	267,950	19,889	40,742	(20,853)
Charges for Services	2,123,416	2,105,903	179,352	175,082	4,270
Fines & Fees	434,395	542,300	45,112	35,036	10,076
Use of Property and Money	207,861	161,996	12,649	19,454	(6,805)
Reimbursements	(251,411)	155,756	12,973	212,719	(199,746)
Misc. Rev. - Administrative Transfers	2,772,472	2,591,938	215,990	186,091	29,899
Transfer from Solid Waste Fund	0	0	0	0	0
Transfer from Health Insurance Fund		0			0
Operating Revenues	190	200	16	20	(4)
Nonoperating Revenues	51,743	0		5,941	(5,941)
TOTAL RECEIPTS	23,932,253	24,333,777	4,335,128	4,973,165	(638,037)
EXPENDITURES					
Personnel Services	13,406,587	14,681,310	1,129,574	1,088,160	41,414
Vacancy Rate		(280,252)	0		0
Maintenance & Repair	735,874	1,022,467	84,511	107,799	(23,288)
Commodities	1,562,917	1,762,750	163,445	170,951	(7,506)
Other Charges	246,777	846,818	92,572	6,746	85,826
Capital Outlay	172,847	319,106	319,106	238	318,868
Debt Reduction		0			0
Stock	0	0	0	0	0
Transfer to Industrial Development Sales Tax	925,000	925,000	77,083	77,083	0
Transfer to Multi Year Fund	3,114,307	3,060,000	255,000	265,044	(10,044)
Transfer to Project accounts	612,833	40,000	0	30,000	(30,000)
Transfer to Equipment Reserve	260,000	264,500	304,500	0	304,500
Utilities	522,093	554,250	46,174	58,546	(12,372)
Communications	104,507	129,500	10,770	10,663	107
Training and Travel	201,605	214,750	17,888	15,050	2,838
Jail Expenses	67,520	80,000	6,666	0	6,666
Other Contractual	942,353	1,038,950	94,144	85,527	8,617
Excess Carryover		3,165,514	0		0
Outstanding PO's	0				
TOTAL EXPENDITURES	22,875,220	27,824,663	2,601,433	1,915,809	685,624
Revenue less expenses	1,057,033	(3,490,886)	1,733,695	3,057,356	(1,323,661)
Cash Basis Adjustments/Non-appropriated Balance	152,458	0	0	13,437	
Ending Cash Balance	**5,744,854**	**1,028,209**	**6,248,928**	**8,815,648**	
Base for Reserve calculation	17,790,233	23,216,057	1,645,744	1,543,444	
15% Reserve	2,668,535	3,482,409	246,862	231,517	
Amount over 15% Reserve	3,076,319	(2,454,200)	6,002,066	8,584,131	

General Fund

Capital Items

	Budget Amount	Purchase Price	
City Wide	$30,000	30,000	Communication Equipment
Police	$25,000		License Plate Reader (LPR)
Police	$38,000		3 Mobile data terminals & 3 Video Cameras
Police	$22,000		10 Body Cameras
Police	$14,000		8 Tasers
Fire	$34,000		Water Rescue & Technical rescue Equipment
Fire	$11,106		Forcible Entry Trng Prop
EMS	$45,000		Monitor/Defibrillator
EMS	$38,000		Mechanical CPR Devices
EMS	$30,000		Replace Power Cots
Shop	$8,000		Transmission Jack
Shop	$4,000		Tough laptop for Shop Use (service data softwar
Park	$20,000		72" zero turn (2000)

City of Emporia, Kansas

Multi Year Fund

as of January 31, 2023

			Purchase Order	Expenses	2023 Actual	2023 Budget/estimated
	Beginning unencumbered balance				3,060,010.61	3,060,010.61
REVENUE						
		Sales Tax Proceeds from General Fund			265,044.38	3,060,000.00
		Interest			3,162.54	5,000.00
		Outstanding PO's			324,358.00	-
		Accounts Receivable			500.00	
Total Revenue					593,064.92	3,065,000.00
	102-0101-400.0505	2020, 21 & 22 Private/Public partnership		-	-	800,000.00
	102-0101-400.0505	ADA Sidewalks	-	-	-	50,000.00
	102-0101-400.0505	PW Bldg Remodel Old bathroom for a women's locker room			-	100,000.00
	102-0101-400.0265	Miscellenous storm water repairs		-	-	100,000.00
SW1903	102-0101-400.0265	Lakeridge Rd to Bayfront Dr	-	-	-	14,388.05
SW1303	102 0101 400 0505	Holiday Drive Storm Water		-	-	165,500.00
	102-0201-400.0502	Firing Range House Split with county			-	30,000.00
	102-0301-400.0502	Kithen Remodel at Fire Station 2			-	28,000.00
FS2201	102-0301-400.0502	Overhead Door Replacement Station 2	-	-	-	12,000.00
	102 0601 400 0257	2022 Hazardous Sidewalk		-	-	100,000.00
PK2101	102-0601-400.1516	Mechanic Parking lots 600-700 Block		-	-	754,934.60
	102-0601-400.1516	Sidewalk S side 15th Ave Graphic Arts to Hatcher			-	55,000.00
	102-0601-400.1516	Sidewalk S side 15th Industrial to Stanton			-	25,000.00
SK2201	102-0601-400.1516	Sidewalk 12th & Burlingame & 24th Prairie to Lincoln	-	1,490.85	1,490.85	145,241.61
SK2301	102-0601-400.1516	Sidewalk 24th Ave Graphic Arts to Westridge Dr		1,700.00	1,700.00	100,000.00
	102-0601-400.1516	Sidewalk Imp N side 24th Westridge to Industrial	-	-	-	70,000.00
	102-0601-400.1516	Sidewalk Improv. (12th Ave. from Graphic Arts to Industrial Rd.)			-	100,000.00
PV2201	102-0601-400.1516	CCLIP 6th Ave Prairie to Neosho	-	64.32	64.32	-
PV2301	102-0601-400.1516	CCLIP US 50 Mechanic to East limits		188.94	188.94	299,967.84
PV2302	102-0601-400.1516	2023 Street Rehab		3,197.07	3,197.07	900,000.00
	102-0601-400.1516	6th & Prairie intersection Improvments		-	-	-
	102-0601-400.1516	Misc Street Repairs			-	100,000.00
	102-0601-400.1516	Replace School flashing lights - 13 lights 50% match with USD 253			-	80,000.00
PV2206	102-0601-400.0505	Slurry/chip Seal	26,312.70	-	26,312.70	26,347.70
	102-0601-400.0505	Slurry/chip Seal			-	200,000.00
TS2201	102-0601-400.0505	Camera (loop projectors) 6th & Rural	69,077.71	-	69,077.71	20,817.75
	102-0601-400.1516	Funston street		170,152.76	170,152.76	170,152.76
GC2301	102-0701-400.0505	Tee Box Iimprovements	14,500.00	2,000.00	16,500.00	186,462.00
PK2103	102-0801-400.0505	Pickleball viewing area improvement	7,258.80	-	7,258.80	8,000.00
	102-0803-400.0505	JAC replace sand in filters			-	20,000.00
ZO2101	102-0806-400.0502	Hay Barn 30'40' 5" concrete floor	-	-	-	3,518.00
ZO2102	102-0806-400.0502	Parking Lot at Zoo	127,864.70	28.45	127,893.15	158,913.64
	102-0806-400.0505	Bus parking at zoo			-	20,000.00
	102-0806-400.0502	Hoof Stock Sheds			-	50,000.00
	102-0806-400.0502	Trumpeter Swan Exhibit - repairs			-	54,000.00
ZO2201	102-0806-400.0505	Fire Alarm & Smoke Detection at Zoo	25,629.10		25,629.10	26,000.00
	102-0806-400.0505	Eagle pond renovation			-	120,000.00
	101-0806-400.0505	Off-exhibit privacy fence & holding area pond repair			-	78,000.00
CV2207	102-0901-400.0505	Downtown concrete - trip hazard correction	10,316.00		10,316.00	12,000.00
	102-0901-400.0502	618 Mechanic Roof			-	60,000.00
	102-0901-400.0502	Convert 618 Mechanic to indoor storage for City Dept			-	50,000.00
	102-0901-400.0502	Civic Roof areas K,M & N (Cover asphalt roof with TPO Rubber Material)			-	81,000.00
CV2206	102-0901-400.0502	Replace Steam Lines & update HVAC	0.00	-	0.00	25,000.00
	102-0901-400.0502	Remodel East Foyer & Vestibule door ways			-	50,000.00
	102-0901-400.0502	Sewer Lift Station - Police dept basement			-	110,000.00
	102-0901-400.0502	2022 Replace Steam Lines	-	-	-	85,000.00
	102-0901-400.0502	2nd floor restoom ceiling repairs			-	30,000.00
	102-0901-400.0502	2020 & 21 & 22 ADA Improvements			-	400,000.00
CV2205	102-0901-400.0502	Replace Irrigation system	10,280.13	-	10,280.13	27,090.00
CV2204	102-0901-400.0502	Walk-in Cooler in Room 222			-	25,000.00
	102-0901-400.0502	Replace Windows in Auditorium			-	26,000.00
CV2202	102-0901-400.0502	Elevator Controls	53,050.00	-	53,050.00	121,950.00
	102-0902-400.0502	Electrical update - install panel and light switches			-	60,000.00
LB2201	102-0902-400.0505	ADA improvements Library doors & ADA openers	-		-	120,000.00
LB2202	102-0902-400.0505	Replace Irrigation system	4,884.86		4,884.86	10,000.00
	102-0902-400.0502	HVAC updates			-	30,000.00
	102-1401-400.0502	Remodel Terminal Bathroom			-	60,000.00
EXPENDITURES			349,174.00	178,822.39	527,996.39	6,555,283.95
	Ending Unencumbered Cash balance				3,125,079.14	(430,273.34)
		2022 budgeted projects			3,125,079.14	
					-	

City of Emporia, Kansas

Insurance Reserve

as of January 31, 2023

	Preceding Year 2022 (Actual)	2023 Original Budget	2023 Jan Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	$0	$0	$500,000	$500,000	$0
REVENUE					
Transfer from General	$500,000	$0	$0	$0	$0
Interest		$0		$455	($455)
TOTAL RECEIPTS	$500,000	$0	$0	$455	($455)
EXPENDITURES					
Maintenance & Repair		$0			$0
Misc Projects		$0			
TOTAL EXPENDITURES	$0	$0	$0	$0	$0
Ending Cash Balance	**$500,000**	**$0**	**$500,000**	**$500,455**	**($455)**

City of Emporia, Kansas

Library Fund

as of January 31, 2023

	Preceding Year 2022 (Actual)	2023 Original Budget	2023 Jan Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	$0	$0	$0	$0	$0
REVENUE					
Ad Valorem Property Tax	$896,105	$977,639	$488,500	$548,215	($59,715)
Back Tax Collection	$21,052	$15,000	$7,500	$2,536	$4,964
Motor Vehicle Tax	$90,694	$98,842	$6,000	$11,677	($5,677)
Recreational Vehicle Tax	$1,113	$1,073	$400	$78	$322
AdValorem Tax Reduction	($9,766)	($9,500)	($4,750)	($4,265)	($485)
General Fund Contribution		$0			$0
TOTAL RECEIPTS	$999,198	$1,083,054	$497,650	$558,241	($60,591)
EXPENDITURES					
Insurance Refund		$0			$0
Misc Projects		$0			
Appropriation	$999,198	$1,083,054	$497,650	$558,241	($60,591)
TOTAL EXPENDITURES	$999,198	$1,083,054	$497,650	$558,241	($60,591)
Ending Cash Balance	**$0**	**$0**	**$0**	**$0**	**$0**

City of Emporia, Kansas

Convention & Tourism Fund

as of January 31, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	$649,121	$787,753	$606,062	$810,801	$0
REVENUE					
Transient Guest Tax	$771,864	$700,000	$180,000	$0	$180,000
Interest on Investment	$4,093	$750	$62	$693	($631)
Fence rental	$7,999	$6,000	$0	$0	$0
Return of amount over allowed reserve	$50,630				$0
Repayment of extra funds - Chamber				$0	$0
Accounts Receviable - fence rental	$12,368			$0	$0
TOTAL RECEIPTS	$846,954	$706,750	$180,062	$693	$179,369
EXPENDITURES					
CVB Appropriation	$365,000	$385,000	$180,000	$217,965	($37,965)
Trusler Sports Complex		$0			$0
City cost associated with events	$30,000	$30,000	$0		$0
Civic Auditorium improvements	$50,000	$50,000	$50,000	$50,000	$0
Red Rock's Appropriation	$7,500	$7,500	$0		$0
Main Street Historical District		$0			$0
Emporia Main Street	$56,250	$100,000	$0	$0	$0
Breckinridge Hotel		$0			$0
Emporia Arts Council Support	$10,000	$10,000	$0		$0
Emporia Granda	$20,000	$30,000	$0		$0
Symphony in the Flint Hills		$0			$0
Unbound Bike Event	$15,000	$15,000	$0		$0
DDO	$25,000	$25,000	$0		$0
Junior World Event		$0			$0
PDGA Professional Disc Golf World	$20,000	$0	$0		$0
Municipal Band Appropriation		$0			$0
ESU Foundation - Welch Staidum Imp		$0			$0
Free for Kansas - Music event	$20,000	$20,000	$0		$0
Dynamic Discs - Jones course improvement	$55,529				$0
Fence Purchase					$0
Miscellaneous	$10,995	$0			$0
Special Projects		$822,002	$0		$0
Outstanding PO's	$0			$0	
TOTAL EXPENDITURES	$685,274	$1,494,502	$230,000	$267,965	($37,965)
Ending Cash Balance	**$810,801**	**$1**	**$556,124**	**$543,529**	**$217,334**

Transient Guest Tax Receipts	2019	2020	2021	2022	2023
1ST QUARTER-JANUARY	$172,538.00	$193,559.51	$105,764.76	$184,682.75	$217,964.96
2ND QUARTER-APRIL	$125,683.39	$132,542.30	$135,567.13	$143,987.80	$0.00
3RD QUARTER-JULY	$207,494.60	$80,649.41	$192,642.58	$223,905.58	$0.00
4TH QUARTER-OCTOBER	$207,822.11	$151,949.08	$200,102.99	$219,288.14	$0.00
TOTAL	$713,538.10	$558,700.30	$634,077.46	$771,864.27	$217,964.96

City of Emporia, Kansas

Industrial Fund

as of January 31, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	19,924	19,882	19,899	21,250	0
REVENUE					
Ad Valorem Property Tax	1,077	1,000	500	649	(149)
Back Tax Collections	26	21	8	3	5
Motor Vehicle Tax	111	110	20	14	6
Ad Valorem Tax Reduction	(12)	(16)	(8)	(5)	(3)
Interest on Investment	124	25	2	20	(18)
Miscellaneous					
TOTAL RECEIPTS	1,326	1,140	522	681	(159)
EXPENDITURES					
Travel Expense & Miscellaneous	0	1,185	1,089		1,089
Other charges	0				0
Contractual Services	0	0			0
Special Projects and Reserve Fund	0	19,837			0
TOTAL EXPENDITURES	0	21,022	1,089	0	1,089
Ending Cash Balance	**21,250**	**0**	**19,332**	**21,931**	**(1,248)**

City of Emporia, Kansas

Industrial Development Sales Tax

as of January 31, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	$247,080	$447,328	$253,102	$1,423,879	$0
Revenue:					
Sales Tax Receipts	$925,000	$925,000	$77,083	$77,083	$0
Interest Income	$5,240	$250	$20	$1,048	($1,028)
Money for Land Purchases	$100,000	$0		$0	$0
Bond Proceeds	$1,000,000	$0	$0	$0	$0
Kansas Gas Rebate - REG		$0			$0
RDA returned money					
Total Revenue	$2,030,240	$925,250	$77,103	$78,131	($1,028)
Expense:					
Appropriation to the RDA	$350,000	$350,000	$0	$0	$0
Emporia Enterprises	$32,500	$35,000	$0	$0	$0
Miscellaneous	$0	$0		$0	$0
Land Purchase for Industr	$0	$0	$0	$0	$0
Land Purchase	$0	$0	$0	$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	$0
REG Demolition	$0	$0	$0	$0	$0
Water Valves					$0
Special Projects	$120,941	$637,578	$0	$0	$0
Total Expenses	$853,441	$1,372,578	$350,000	$350,000	$0
Ending Cash Balance	**$1,423,879**	**$0**	**-$19,795**	**$1,152,010**	**($1,028)**

City of Emporia, Kansas

Special Alcohol Fund

as of January 31, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	89,340	82,664	77,967	103,198	0
REVENUE					
Private Club Liquor Tax	100,043	90,000	0	0	0
Interest on Investment	565	75	6	87	(81)
TOTAL RECEIPTS	100,608	90,075	6	**87**	(81)
EXPENDITURES					
Appropriations	86,750	97,200	7,200	7,200	0
Special Projects		75,539	0		0
TOTAL EXPENDITURES	86,750	172,739	7,200	7,200	0
Ending Cash Balance	**103,198**	**0**	**70,773**	**96,085**	**(81)**

Appropriations	Receive in 2019	Receive in 2020	Receive in 2021	Receive in 2022	Receive in 2023
Cross Winds	$20,000.00	$20,000.00	$15,000.00	$15,000.00	$15,000.00
Corner House	$55,000.00	$65,000.00	$48,750.00	$65,000.00	$75,000.00
Emporia State University	$5,400.00	$9,000.00	$6,750.00	$6,750.00	$7,200.00
Emporia State University	$6,500.00	$0.00	$0.00		
USD #253					
Total	$86,900.00	$94,000.00	$70,500.00	$86,750.00	$97,200.00

Receipts	2019	2020	2021	2022	2023
1ST QUARTER - MARCH	$26,806.24	$22,675.47	$17,214.78	$23,976.09	$0.00
2ND QUARTER - JUNE	$22,937.76	$21,611.91	$18,634.04	$22,129.19	$0.00
3RD QUARTER - SEPTEM	$26,000.31	$7,881.01	$25,844.73	$28,544.72	$0.00
4TH QUARTER - DECEMB	$26,705.52	$14,069.40	$24,664.21	$25,393.46	$0.00
TOTAL	$102,449.83	$66,237.79	$86,357.76	$100,043.46	$0.00

City of Emporia, Kansas

Special Park Fund

as of January 31, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	$188,630	$168,979	$132,234	$83,362	$0
REVENUE					
Private Club Liquor Tax	$100,043	$90,000	$0	$0	$0
Donations& Grants		$0	$0	$0	$0
Lake Kahola Proceeds		$0			$0
Trf of funds from project account	$0	$0		$0	$0
Interest on Investment	$598	$150	$12	$76	($64)
TOTAL RECEIPTS	$100,641	$90,150	$12	$76	($64)
EXPENDITURES					
Capital Outlay	$84,868	$70,000	$70,000	$67,859	$2,141
Municipal Band Allocation	$10,000	$15,000	$0	$0	$0
Miscellaneous					$0
Commodities	$14,330	$0		$0	$0
Contractual Services	$0	$0		$0	$0
Other Charges					$0
Transfer to Project Account	$96,711			$0	$0
Outstanding PO's	$0			$0	
Special Projects	$0	$174,129	$0		$0
TOTAL EXPENDITURES	$205,909	$259,129	$70,000	$67,859	$2,141
Ending Cash Balance	**$83,362**	**$0**	**$62,246**	**$15,579**	**($2,205)**

Receipts	2019	2020	2021	2022	2023
1ST QUARTER - MARCH	$26,806.24	$22,675.47	$17,214.77	$23,976.10	$0.00
2ND QUARTER - JUNE	$22,937.76	$22,611.90	$18,634.04	$22,129.19	$0.00
3RD QUARTER - SEPTEMBER	$26,000.31	$7,881.00	$25,844.73	$28,544.72	$0.00
4TH QUARTER - DECEMBER	$26,705.53	$14,069.39	$24,664.03	$25,393.46	$0.00
TOTAL	$102,449.84	$67,237.76	$86,357.57	$100,043.47	$0.00

Capital Items	Budget Amount	Purchase Price	
Park	$70,000.00	$0.00	11 Foot Rotary Mower (2012)
	70,000.00	0.00	

City of Emporia, Kansas

Special Street Fund

as of January 31, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	517,460	345,323	496,206	289,185	
REVENUE					
Gasoline Tax	655,837	670,000	167,500	167,413	87
Special City-County Tax	77,404	74,826	0	0	0
Damages	23,089	5,000	416	2,036	(1,620)
Interest on Investment	2,490	500	41	379	(338)
Transfer of Funds		0			0
Sale of Salvage	33			0	0
Miscellaneous	4,497	0		0	0
TOTAL RECEIPTS	763,350	750,326	167,957	169,827	(1,870)
EXPENDITURES					
Personnel Services	636,316	595,926	45,862	52,904	(7,042)
Vacancy		(11,477)			0
Maintenance & Repair	103,127	89,240	7,432	26,489	(19,057)
Commodities	117,347	145,450	12,116	10,686	1,430
Other Charges	38,629	47,100	2,462	9,430	(6,968)
Capital Outlay	14,875	0		0	0
Transfer of Funds	0	0		0	0
Utilities	27,951	30,550	2,545	3,392	(847)
Communications	1,464	2,350	194	206	(12)
Training & Travel	8,784	7,500	624	59	565
Contractual Services	43,212	42,300	2,923	816	2,107
Special Projects	0	146,709	0	0	0
Audit Adjustments	(80)			(7,111)	7,111
Outstanding PO's	0			0	0
TOTAL EXPENDITURES	991,625	1,095,648	74,158	96,871	(22,713)
Net Change in Cash	(228,275)	(345,322)	93,799	72,957	
Ending Cash Balance	**289,185**	**1**	**590,005**	**362,142**	

Receipts	2019	2020	2021	2022	2023
1st Quarter - Jan Payment	$168,525.42	$173,837.48	$161,594.64	$167,557.74	$167,412.68
2nd Quarter - April Payment	$161,370.99	$163,486.85	$149,245.64	$157,106.42	
Extra Payment- June			$54,671.53		
3rd Quarter - July Payment	$170,138.12	$140,178.69	$172,643.49	$166,060.14	
4th Quarter - Oct Payment	$177,741.69	$164,712.37	$174,419.30	$165,112.70	
Total	$677,776.22	$642,215.39	$712,574.60	$655,837.00	$167,412.68

Capital Item	Budget Amount	Purchase Price

City of Emporia, Kansas

Drug Forfeiture Fund

as of January 31, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	$69,301	$34,819	$72,327	$83,820	
REVENUE					
Receipts from Drug Forfeitures	$52,650	$5,000	$416	$0	416
Interest on Investment	$487	$50	$4	$76	(72)
Miscellaneous					
TOTAL RECEIPTS	$53,137	$5,050	$420	$76	344
EXPENDITURES					
Commodities	$23,264	$5,000	$416	$3,180	(2,764)
Capital Outlay		$0			-
Communications	$0	$0		$0	-
Other Charges					-
Transfer of funds					
Other Contractual	$3,459	$0		$0	-
Travel & Training					-
Maintenance & Repair	$11,895	$0	$0	$0	-
Outstanding PO's	$0			$0	
Special Projects		$34,869	$0		
TOTAL EXPENDITURES	$38,618	$39,869	$416	$3,180	(2,764)
Ending Cash Balance	**$83,820**	**$0**	**$72,331**	**$80,716**	

City of Emporia, Kansas

Storm Water

as of January 31, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	$0	$0	$0	$259,179	
REVENUE					
Transfer from Multi Year	$258,276	$0	$0	$0	-
Interest on Investment	$903	$0	$0	$236	(236)
Miscellaneous					
TOTAL RECEIPTS	$259,179	$0	$0	$236	(236)
EXPENDITURES					
Commodities	$0	$0	$0	$0	-
Capital Outlay		$0			-
Communications	$0	$0		$0	-
Other Charges					-
Transfer of funds					
Other Contractual		$0		$0	-
Travel & Training					-
Maintenance & Repair	$0	$0	$0	$0	-
Outstanding PO's	$0			$0	
Special Projects		$0	$0		
TOTAL EXPENDITURES	$0	$0	$0	$0	-
Ending Cash Balance	**$259,179**	**$0**	**$0**	**$259,415**	

City of Emporia, Kansas

Bond & Interest Fund

as of January 31, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	$1,340,014	$1,859,420	$1,328,355	$1,986,995	$0
REVENUE					
Ad Valorem Property Tax	$1,794,007	$1,957,078	$1,000,000	$1,097,404	(97,404)
Back Tax Collection	$42,618	$40,000	$20,000	$5,097	14,903
Special Assessments	$82,354	$78,252	$40,000	$38,953	1,047
Motor Vehicle Tax	$184,027	$200,054	$61,000	$23,533	37,467
Ad Valorem Tax Reduction	-$19,552	-$20,000	-$10,000	-$8,538	(1,462)
Interest on Investment	$11,808	$951	$79	$2,862	(2,783)
Recreation Center - Pool renovation		$0			0
Recreation Center - Office/Locker Remodel		$0			0
Recreation Center - Ball Diamond Improvem	$47,700	$46,350	$0	$0	0
Recreation Center - Fitness Room	$50,960	$51,200	$0	$0	0
Industrial Land Payment - Ind Sales Tax		$0		$0	0
Sale of Bonds	$3,540,000	$0	$0	$0	0
Gas Line Payment - Ind Sales Tax		$0			0
Hanger Payment - General Fund		$0			0
Miscellaneous	$126,975	$0		$0	0
Transfer of Funds from Project Accounts	$97,528	$0	$0	$0	0
TOTAL RECEIPTS	$5,958,424	$2,353,885	$1,111,079	$1,159,311	
EXPENDITURES					
Principal	$1,440,000	$1,891,000	$0	$0	0
Interest Coupons	$204,500	$154,050	$0	$0	0
Transfer of funds	$3,666,943			$0	
Misc projects		$2,167,553	$0		
TOTAL EXPENDITURES	$5,311,443	$4,212,603	$0	$0	0
Ending Cash Balance	**$1,986,995**	**$702**	**$2,439,434**	**$3,146,305**	

City of Emporia, Kansas

Equipment Reserve Fund

as of January 31, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	$0	$334,000	$334,000	$334,000	
REVENUE					
Transfer from other funds	$1,104,627	$417,000	$0	$0	-
Interest on Investment	$0	$0	$0	$2,174	(2,174)
Miscellaneous					
TOTAL RECEIPTS	$1,104,627	$417,000	$0	$2,174	(2,174)
EXPENDITURES					
Leasing Payment		$317,529			-
Outstanding PO's	$770,627			$0	
Special Projects		$433,471	$0		
TOTAL EXPENDITURES	$770,627	$751,000	$0	$0	-
Ending Cash Balance	**$334,000**	**$0**	**$334,000**	**$336,174**	

City of Emporia, Kansas

Water Fund

as of January 31, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
BEGINNING CASH	3,246,908	2,860,168	1,676,012	2,544,564	0
REVENUE					
Sale of Water	6,884,339	6,593,612	500,000	538,873	(38,873)
Service Charge	103,029	100,000	8,333	7,077	1,257
Penalties	93,424	95,000	7,916	7,137	779
Sale of Salvage		0		0	0
Reimbursed Expense	7,827	2,000	228	638	(410)
Interest on Investment	20,504	6,000	500	3,154	(2,654)
Sale of Bonds	1,550,000	0	0	0	0
Trf from Industrial Fund	350,000	350,000	350,000	350,000	0
Trf from Project fund	0	0	0	0	0
Non Operating Revenue	2,530,077	0		0	0
Miscellaneous	7,027	2,100	83	0	83
TOTAL RECEIPTS	11,546,227	7,148,712	867,060	906,877	(39,817)
EXPENDITURES					
Personnel Services	1,050,745	1,109,627	85,300	92,687	(7,387)
Vacancy		(21,507)			0
Maintenance & Repair	1,178,812	765,050	62,332	130,838	(68,506)
Commodities	1,441,786	1,234,350	102,853	67,199	35,654
Other Charges	268,470	246,320	(255,683)	(9,345)	(246,338)
Capital Outlay	119,123	630,000	630,000	0	630,000
Debt Payment	1,496,757	2,060,289	1,837,900	1,868,224	(30,324)
Stock	49,206	5,000	416	0	416
Transfer to Project Account	4,102,675	45,000	3,750	0	3,750
Utilities	718,905	578,600	48,214	53,553	(5,339)
Communications	28,025	44,900	3,738	2,721	1,017
Travel & Training	15,702	14,250	1,185	5,602	(4,417)
Contractual Services	838,471	675,800	192,229	226,583	(34,354)
Administrative Fee 16%	1,131,081	1,086,178	90,514	88,488	2,026
Excess Carryover		1,000,000			
Change in Liabilities	(191,187)	0		(47,239)	47,239
Outstanding PO's	0				
TOTAL EXPENDITURES	12,248,571	9,473,857	2,802,748	2,479,311	323,437
NET CHANGE IN CASH	(702,344)	(2,325,145)	(1,935,688)	(1,572,434)	(363,254)
ENDING CASH BALANCE	**2,544,564**	**535,023**	**(259,676)**	**972,130**	
Principal Bond Payments	(1,210,000)	(1,837,900)	(1,837,900)	(1,837,900)	
Depreciation	1,313,352	1,450,000	120,832	0	
Capitalized Assets	(3,516,676)	(630,000)	0	0	
Liabilities					
ADJUSTMENTS	(3,413,324)	(1,017,900)	(1,717,068)	(1,837,900)	
Base for reserve calculation	8,026,773	8,843,857	2,168,998	2,479,311	
20% reserve amount	1,605,355	1,768,771	433,800	495,862	
Amount over 20% reserve	939,209	(1,233,748)	(693,476)	476,268	

City of Emporia, Kansas

Wastewater Fund

as of January 31, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
BEGINNING CASH	2,351,304	2,234,113	2,010,106	1,986,891	
REVENUE					
Sales/Charges	6,126,631	5,900,000	491,666	534,285	(42,619)
Extra Strength Surcharge	159,751	111,900	9,324	1,399	7,925
Interest on Investment	13,582	3,000	250	2,415	(2,165)
New System taps	200	1,000	83	0	827
Loss on sales of assets	0			0	
Grant money	0	0		0	0
Sale of Bonds	1,430,000	0	0	0	0
Non Operating Revenue	138,935				
Miscellaneous	148,325	1,000	83	0	83
TOTAL RECEIPTS	8,017,424	6,016,900	501,406	538,099	(35,949)
EXPENDITURES					
Personnel Services	1,058,591	1,106,158	85,116	83,356	1,760
Vacancy	0	(19,806)		0	0
Maintenance & Repair	813,474	385,250	29,766	51,254	(21,488)
Commodities	424,293	259,250	19,348	36,591	(17,243)
Other Charges	170,406	185,850	7,312	4,427	2,885
Capital Outlay	512,842	493,000	493,000	32,612	460,388
Debt Payment	2,681,379	2,881,585	2,329,592	2,329,592	0
Transfer to Project fund	1,602,732	0	0	0	0
Utilities	615,809	522,500	43,539	52,008	(8,469)
Communications	21,505	29,600	2,462	2,200	262
Travel & Training	13,845	5,500	456	4,289	(3,833)
Contractual Services	381,317	232,550	18,625	57,005	(38,380)
Administrative Fee flat	610,000	610,000	50,833	50,833	0
Excess Carryover		1,000,000	0		
Change in Liabilities	(524,356)	0		(131,625)	131,625
Outstanding PO's	0				
TOTAL EXPENDITURES	8,381,837	7,691,437	3,080,049	2,572,542	507,507
NET CHANGE IN CASH	(364,413)	(1,674,537)	(2,578,643)	(2,034,443)	(543,456)
ENDING CASH BALANCE	**1,986,891**	**559,576**	**(568,537)**	**(47,552)**	
Depreciation	1,910,079	2,125,205	177,099	0	
Principal Bond Payments	(2,130,502)	(2,329,592)	(2,329,592)	(2,329,592)	
Capitalized Assets	(1,814,118)	(493,000)	0	0	
Change in Liabilities		0			
ADJUSTMENTS	(2,034,541)	(697,387)	(2,152,493)	(2,329,592)	
Base for reserve calculation	6,266,263	7,198,437	2,587,049	2,539,930	
20% Cash Reserve amount	1,253,253	1,439,687	517,410	507,986	
Amount over 20% Cash Reserve	733,638	(880,111)	(1,085,947)	(555,538)	

City of Emporia, Kansas

Solid Waste Fund

as of January 31, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
BEGINNING CASH	4,002,114	3,479,732	2,441,855	3,555,447	
REVENUE					
Refuse Collection Fees	2,971,094	2,964,876	247,073	249,848	(2,775)
Loss on Sale of Assets		0			0
Interest on Investments	26,458	4,200	350	3,506	(3,156)
Trf from Health Ins - Premiums		0			0
Resale of Recyclables	201,913	175,000	14,583	4,006	10,577
Box Container Fees	2,063,528	1,920,000	159,999	170,541	(10,542)
Landfill Fees	562,540	508,000	42,332	39,523	2,809
Transfers		0			0
Miscellaneous	23,247	4,800	41	0	41
TOTAL RECEIPTS	5,848,780	5,576,876	464,378	467,422	(3,044)
EXPENDITURES					
Personnel Services	2,023,281	2,109,909	162,470	170,945	(8,475)
Vacancy		(40,995)			0
Maintenance & Repair	351,646	300,000	23,453	61,502	(38,049)
Commodities	360,177	482,900	39,730	41,494	(1,764)
Other Charges	137,731	183,930	11,563	10,615	948
Capital Outlay	72,612	685,000	685,000	0	685,000
Transfer to Equipment Reserve	770,627			0	0
Utilities	50,501	54,550	4,543	8,142	(3,599)
Communications	41,954	49,700	4,136	3,294	842
Transfer to project	44,000	0			0
Travel & Training	7,606	8,750	727	30	697
Contractual Services	1,626,387	1,720,900	143,351	195,787	(52,436)
Administrative Fee 16%	895,433	862,860	71,905	41,930	29,975
Excess Carryover		2,000,000	0		
Change in Liabilities	(86,508)	0		(50,609)	50,609
Outstanding PO's	0				
TOTAL EXPENDITURES	6,295,447	8,417,504	1,146,878	483,131	663,747
NET CHANGE IN CASH	(446,667)	(2,840,628)	(682,500)	(15,708)	(666,792)
ENDING CASH BALANCE	**3,555,447**	**639,104**	**1,759,355**	**3,539,739**	
Principal Payments	0	0	0	0	
Depreciation	292,242	45,000	37,082	0	
Capitalized Assets	(6,433)	(685,000)	0	0	
Change in Liabilities		0			
ADJUSTMENTS	285,809	(640,000)	37,082	0	
Base for reserve calculation	6,222,835	7,732,504	461,878	483,131	
20% cash reserve amount	1,244,567	1,546,501	92,376	96,626	
Amount over 20% Cash Reserv	2,310,880	(907,397)	1,666,979	3,443,112	

CITY OF EMPORIA
ACTUAL COMPARED TO BUDGET
as of January 31, 2023
EXPENSES FOR GENERAL FUND DEPARTMENTS

	2023 AMENDED BUDGET	2023 W ENCUMBRANCES	DIFFERENCE B/W ACTUAL & BUDGET	PERCENTAGE RECEIVED/ USED	General Fund Shared Revenue	Shared Budget	Actual Shared Budget	Department Net
						3,698,545	4,601,038	
COMMISSION/MANAGER/CLERK	1,188,803	116,801.51	1,072,001	10%	5.03%	186,074	231,479	114,677
FINANCE/HUMAN RESOURCES	433,166	48,388.26	384,778	11%	1.83%	67,800	84,344	35,956
INFORMATION SYSTEMS	352,980	47,743.24	305,237	14%	1.49%	55,249	68,731	20,988
POLICE PROTECTION	4,619,803	344,545.09	4,275,258	7%	19.55%	723,102	899,548	555,003
ANIMAL CONTROL	242,734	4,785.84	237,948	2%	1.03%	37,993	47,264	42,478
FIRE PROTECTION	3,067,744	215,044.64	2,852,699	7%	12.98%	480,170	597,338	382,293
AMBULANCE SERVICE	3,587,447	215,850.14	3,371,597	6%	15.18%	561,515	698,532	482,682
CODE SERVICES	920,456	78,379.39	842,077	9%	3.90%	144,072	179,227	100,848
COURT SERVICES	598,993.00	35,618.94	563,374	6%	2.53%	93,756	116,633	81,014
ENGINEERING	553,513.00	53,559.71	499,953	10%	2.34%	86,637	107,778	54,218
SNOW REMOVAL	60,000.00	12,440.40	47,560	21%	0.25%	9,391	11,683	(757)
GOLF COURSE MAINTENANCE	506,649.00	19,181.31	487,468	4%	2.14%	79,302	98,653	79,471
GOLF SHOP	350,351.00	17,944.99	332,406	5%	1.48%	54,838	68,219	50,274
PARK	1,006,350.00	61,657.10	944,693	6%	4.26%	157,516	195,952	134,295
AQUATIC CENTER	187,450.00	390.11	187,060	0%	0.79%	29,340	36,499	36,109
ZOO	710,679.00	48,942.20	661,737	7%	3.01%	111,237	138,380	89,438
CIVIC BUILDING OPERATIONS	817,788.00	63,160.75	754,627	8%	3.46%	128,002	159,236	96,075
LIBRARY MAINTENANCE	67,329.00	11,573.85	55,755	17%	0.28%	10,538	13,110	1,536
GROUNDS MAINTENANCE	104,820.00	3,889.03	100,931	4%	0.44%	0	20,410	16,521
CONCESSION STAND	80,363.00	19,616.77	60,746	24%	0.34%	12,579	15,648	(3,969)
SHOP MAINTENANCE	136,071.00	4,259.43	131,812	3%	0.58%	21,298	26,495	22,236
STREET LIGHTING	377,400.00	26,065.37	351,335	7%		0	0	
MISC APPROPRATIONS	113,000	959.61	112,040	1%		0	0	
AIRPORT	844,711	121,895	722,816	14%	3.57%	132,216	164,479	42,583
PARKING FACILITY	25,800	988	24,812	4%	0.11%	4,038	5,024	4,035
TRANSERS	3,985,000	342,128	3,642,872	9%		0	0	
CONTINGENCY	-280,252		(280,252)	0%		0	0	0
EXCESS CARRYOVER	3,165,514		3,165,514	0%				
GENERAL FUND	27,824,662	1,915,809	25,908,853	7%	86.60%	3,186,665	3,984,662	
	23,629,514							

CITY OF EMPORIA
ACTUAL COMPARED TO BUDGET
as of January 31, 2023
EXPENSES FOR WATER FUND DEPARTMENTS

	2023 AMENDED BUDGET	2023 ACTUAL WITH ENCUMBRANCES	DIFFERENCE B/W ACTUAL & BUDGET	PERCENTAGE RECEIVED/ USED
DEBT	2,038,782	30,324	2,008,458	1%
ADMINISTRATION	2,528,813	150,265	2,378,549	6%
WATER MAINTENANCE	1,575,015	91,880	1,483,135	6%
WATER PLANT	4,145,248	434,871	3,710,377	10%
WATER STOCK	5,000	0	5,000	0%
	10,292,858	707,341	9,585,517	0

Capital Outlay

Water Distribution	$5,000		Trailer for min-excavator
Water Plant	$75,000		Actuators for Rapid Mixer
Water Plant	$100,000		Replace one high service pump
Water Plant	$100,000		Bulk storage tanks
Water Plant	$350,000		S Cottonwood to East St from KS to Potwin
	630,000	0	

CITY OF EMPORIA
ACTUAL COMPARED TO BUDGET
as of January 31, 2023
EXPENSES FOR WASTEWATER FUND DEPARTMENTS

	2023 AMENDED BUDGET	2023 W ENCUMBRANCES	DIFFERENCE B/W ACTUAL & BUDGET	PERCENTAGE RECEIVED/ USED
DEBT	2,861,779	0	2,861,779	0%
ADMINISTRATION	1,906,048	107,639	1,798,409	6%
SEWER MAINTENANCE	1,470,993	104,779	1,366,214	7%
SEWER PLANT	3,084,825	162,157	2,922,668	5%
	9,323,645	374,575	8,949,070	0

Capital Outlay			
Sewer Maintenance	$836,000		New Sanitary Sewer camer
Waste Water Plant	$60,000		Replace roof on old shop building
Waste Water Plant	$350,000		Upgrade plant telementry
	1,246,000	0	

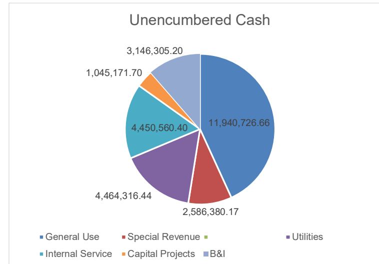
CITY OF EMPORIA
ACTUAL COMPARED TO BUDGET
as of January 31, 2023
EXPENSES FOR SOLID WASTE FUND DEPARTMENTS

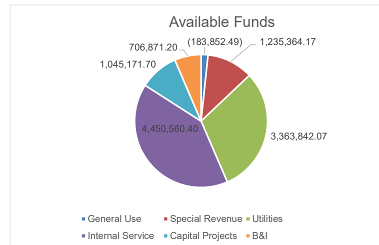
	2023 AMENDED BUDGET	2023 W ENCUMBRANCES	DIFFERENCE B/W ACTUAL & BUDGET	PERCENTAGE RECEIVED/ USED
ADMINISTRATION	3,082,732	102,779	2,979,953	3%
COLLECTIONS	2,736,086	235,558	2,500,528	9%
TRANSFER STATION	1,728,919	140,771	1,588,148	8%
RECYCLING CENTER	629,767	54,632	575,135	9%
	8,177,504	533,740	7,643,764	0

Capital Outlay			
Collections	$360,000		Automated Refuse Truck (2010)
Recycling Center	$25,000		Side by side truckster
Transfer Station	$300,000		Construction to new tipping box area
	$685,000	0	

City of Emporia
Unencumbered Cash Report
as of January 31, 2023

	Amount	YTD Budget	Difference	**Unencumbered Cash**		
101 General Fund	8,815,647.52	6,248,928.00	2,566,719.52	General Use	11,940,726.66	43.21%
102 Multi Year Fund	3,125,079.14	5,875,651.15	(2,750,572.01)	Special Revenue	2,586,380.17	9.36%
103 Insurance Reserve	500,455.29	500,000.00	455.29			
201 Library Fund	-	-	-	Utilities	4,464,316.44	16.16%
203 Convention & Tourism Fund	543,528.81	556,124.00	(12,595.19)	Internal Service	4,450,560.40	16.11%
204 Industrial Fund	21,930.93	19,332.00	2,598.93	Capital Projects	1,045,171.70	3.78%
205 Industrial Dev Sales Tax Fund	1,152,010.04	(19,795.00)	1,171,805.04	B&I	3,146,305.20	11.39%
206 Special Alcohol Fund	96,085.41	70,773.00	25,312.41		27,633,460.57	
207 Special Park & Recreation Fund	15,578.58	62,246.00	(46,667.42)			
208 Special Street Fund	362,141.63	590,005.00	(227,863.37)	**Budget**		
209 Drug Money Forfeitures Fund	80,716.16	72,331.00	8,385.16	General Use	(183,852.49)	
210 Storm Water Fund	259,415.02	-	259,415.02	Special Revenue	1,235,364.17	
214 911 Land/Wire Fees	-		-	Utilities	3,363,842.07	
216 RDA Housing Study	-		-	Internal Service	4,450,560.40	
218 Emergency Shelter Grant Fund	(1,594.11)		(1,594.11)	Capital Projects	1,045,171.70	
224 Fire Public Education	3,088.66		3,088.66	B&I	706,871.20	
225 Police Grants Fund	3,348.07		3,348.07			
227 Dare/Crime Prevention Fund	-		-			
240 Lake Kahola Fund	-		-			
251 Emporia Homeowner Repair	(36,023.61)		(36,023.61)			
252 2014 Housing Rehab	4,890.01		4,890.01			
253 SHIP 2017 Housing Grant	-		-			
254 2020 CDBG Rehab Grant	3,683.35		3,683.35			
260 Land Bank	73,471.58		73,471.58			
301 Bond and Interest Fund	3,146,305.20	2,439,434.00	706,871.20			
305 Equipment Reserve Fund	336,174.41	334,000.00	2,174.41			
401 Coronavirus Recovery Grant	2,979,064.03		2,979,064.03			
406 Internal Improvement Fund	4,127,111.54		4,127,111.54			
409 Water Treatment Plant Improvement	549,812.88		549,812.88			
413 Water Main Improvements	(599,966.40)		(599,966.40)			
415 Civic Auditorium Project Fund	166,912.05		166,912.05			
423 Airport Improvements Fund	196,291.78		196,291.78			
428 Park Improvements Fund	(2,178,244.08)		(2,178,244.08)			
441 Paving Projects Fund	(149,856.94)		(149,856.94)			
442 Construction Projects Fund	(261,660.16)		(261,660.16)			
444 Waste water Improvement	(3,784,293.00)		(3,784,293.00)			
501 Water Utility Fund	972,130.12	(259,676.00)	476,267.85			
502 Sewer Fund	(47,552.28)	(568,537.00)	(555,538.26)			
503 Solid Waste Fund	3,539,738.60	1,759,354.92	3,443,112.47			
601 Worker's Comp Fund	2,186,513.08		2,186,513.08			
602 Health Care Fund	2,264,047.32		2,264,047.32			
708 Fire Insurance Proceeds	4,109.64		4,109.64			
	28,470,090.27					





COMMISSION MEETING **11:00 A.M.** **FEBRUARY 15, 2023**

The Governing Body of the City of Emporia, Kansas, met in Regular Session, Wednesday, February 15, 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.

CITY COMMISSION
(Selection and Replacement of Mayor and Vice Mayor)
(Resolution Number 3693)

City Attorney Montgomery, was recognized and addressed the Governing Body. She stated the City Commission annually selects from its membership a mayor and vice mayor. The City of Emporia does not currently have a formalized process for selection or replacement of the mayor and vice mayor. She stated this proposed resolution will establish a procedure for annual selection, vacation, removal and replacement for the positions of mayor and vice mayor. The City Commission will choose a mayor and vice mayor at each annual business meeting in January. A mayor or vice mayor wishing to vacate this position may submit a letter to the city clerk. A mayor or vice mayor who is unable or unwilling to fulfill their duties as mayor may be removed by majority vote of the other members of the City Commission. A member who vacates or is removed from position as mayor or vice mayor will retain their position as city commissioner. She stated if the mayor vacates or is removed, the vice mayor will serve as mayor for the remainder of the year, and the Commission will elect a new vice mayor.

If the vice mayor vacated or is removed, the Commission will elect a new vice mayor. She stated staff was recommending approval of Resolution Number 3693 establishing the procedure for selection and replacement of the mayor or vice mayor.

Commissioner Harter made a motion to approve Resolution Number 3693, a resolution establishing the procedure for selection and replacement of Mayor and Vice Mayor. Commissioner Brinkman seconded the motion. The vote follows: Commissioner Harter, aye; Commissioner Brinkman, aye; Commissioner Sauder, aye; Commissioner Smith, aye; and Mayor Giefer, aye.

CITY COMMISSION
(Vacation of Service as Mayor)

City Attorney Montgomery, was recognized and addressed the Governing Body. She stated pursuant to Resolution Number 3693, a mayor wishing to vacate their position as mayor will submit a letter to the City Clerk. Mayor Danny Giefer has submitted a letter to the City Commission and City Clerk expressing a desire to vacate his position as mayor and retain his position as City Commissioner. She stated the City Commission will vote to approve or reject the request. If Mayor Giefer's request to vacate is approved, Vice Mayor Brinkman will automatically advance to the position of Mayor.

City Manager Cocking then read the following letter written by Mayor Danny Giefer.

My fellow City Commissioners and City Manager Trey Cocking:

Effective today, I will be stepping back from my position as Mayor of the City of Emporia for health reasons. The mayor's position requires day-to-day personal contact with many individuals, which I will be unable to do. I will retain my position as City Commissioner and also a board member of Emporia Enterprise. I can perform my duties remotely when I am unable to attend in person in these positions.

Thank you,
Danny Giefer, Mayor

Commissioner Smith made a motion to approve the request from Mayor Giefer to vacate position as the Mayor for the current year. Commissioner Sauder seconded the motion. The vote follows: Commissioner Smith, aye; Commissioner Sauder, aye; Commissioner Brinkman, aye; Commissioner Harter, aye; and Mayor Giefer, aye.

CITY COMMISSION
(Selection of Vice Mayor)

City Attorney Montgomery, was recognized and addressed the Governing Body. She stated after vacation by the mayor and advancement of the vice mayor, a new vice mayor must be elected from the members of the Governing Body to serve for the remainder of the year.

Commissioner Giefer made a motion to appoint Becky Smith as Vice Mayor to serve for the remainder of the year. Commissioner Harter seconded the motion. The vote follows: Commissioner Giefer, aye; Commissioner Harter, aye; Commissioner Sauder, aye; Commissioner Smith aye; and Mayor Brinkman, aye.

CITY COMMISSION
(Human Relations Commission/Accessibility Advisory Committee)
(Ordinance Number 23-01)

AN ORDINANCE OF THE CITY OF EMPORIA, KANSAS PERTAINING TO THE HUMAN RELATIONS COMMISSION/ACCESSIBILITY ADVISORY COMMITTEE AMENDING SECTIONS 13-16 THROUGH 13-23 AND 13-27 OF THE CODE OF THE CODE OF THE CITY OF EMPORIA, KANSAS, to which the City Clerk assigned Ordinance Number 23-01, was presented to the Governing Body for their consideration.

City Attorney Montgomery, was recognized and addressed the Governing Body. She stated the United States Supreme Court held in the case of Bostock vs. Clayton County, Georgia that sexual orientation and gender identity are protected classes under Title VII of the Civil Rights Act of 1964. City staff and members of the Emporia Human Relations Commission have requested the City to update City Code to reflect the Supreme Court's decision. She stated the current City Code

Chapter 13, Article 2 describes the responsibilities and parameters of the Human Relations Commission and includes Code Sections 13-16 through 13-29. Those sections discuss protected classes in various locations, generally listing "race, religion, color, age, national origin, ancestry, familial status, or disability." The proposed ordinance adds "sexual orientation and gender identity" in each area where the protected classes are listed. She stated staff recommends approval of the 23-01 pertaining to the Human Relations Commission/Accessibility Advisory Committee.

Commissioner Smith made a motion to approve Ordinance Number 23-01, an ordinance pertaining to the Human Relations Commission/Accessibility Advisory Committee. Commissioner Giefer seconded the motion. The vote follows: Commissioner Smith, aye; Commissioner Giefer, aye; Commissioner Harter, aye; Commissioner Harter, aye; and Mayor Brinkman, aye.

ENGINEERING
(Agreement No. 157-21 with Kansas Department of Transportation)
(Road 180 - Road G to Road 5, KDOT Project No. 56 KA-6154-01)
(Supplemental No. 1)

Jim Ubert, City Engineer, was recognized and addressed the Governing Body. He stated this agreement is for the construction of 18th Avenue/County Road 180 from Road G to Road F5 for improvements with Evergy's new service center. He stated the agreement with KDOT was for $1,900,000.00 for the construction of the project. Construction costs saw a large one year spike in prices due to many factors. The project was awarded for a base bid of $2,403,034.38 and due to the low bid exceeding the Engineer's Estimate, City Engineering staff requested KDOT increase its cost share $100,000.00 to their cap at $2,000,000.00 for this project. He stated staff was recommending approving Supplemental No. 1 to Agreement No. 157-21 and authorize the Vice Mayor to sign.

Commissioner Harter made a motion to approve Supplemental No. 1 to Agreement No. 157-21 with KDOT for Project No. 56 KA-6154-01 Road Improvements along 18th Avenue/County Road 180 Road G to Road F5 and authorize the Mayor to sign. Commissioner Smith seconded the motion. The vote follows: Commissioner Harter, aye; Commissioner Smith, aye; Commissioner Giefer, aye; Commissioner Sauder, aye; and Mayor Brinkman, 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 January 2023 for the community:**

1. Monthly Local Retail Sales Tax Receipts Update

	2022	2023	
	$464,937.29	$516,306.92	**Increase** of $51,369.63 for the month, and Overall **increase** of 11.05% from year 2022.
YTD	**$ 464,937.29**	**$ 516,306.92**	

2. City Share from County Tax

	2022	2023	
	$238,095.92	$ 265,044.38	**Increase** of $26,948.46 for the month, and Overall **increase** of 10.17% from year 2022.
YTD	**$ 238,095.92**	**$ 265,044.38**	

3. **Building Permits issued from 1/1/2023 to 1/31/2023 for new construction, remodeling, repairs and demolition.**

Total number of building permits issued through Code Services:	52
Total of valuations associated with those building permits:	$12,367,951.00
Total number of dollars collected for Building Permit Fees:	$ 26,530.75
Construct - single family dwellings	0
Demo - single family dwellings	2
Flint Hills Mall CID for January 2023	$ 20,376.67
Year to Date Total	$ 20,376.67
Pavilions CID for January 2023	$ 10,873.62
Year to Date Total	$ 10,873.62

Consent Agenda

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

a. Approve the minutes of the Regular Meeting held on February 1, 2023.
b. Set Bid Time and Date for the 2023 Hazardous Sidewalk Program.
c. Set Bid Time and Date for RFQ of Fire Station Projects.

The vote follows: Commissioner Smith, aye; Commissioner Sauder, aye; Commissioner Geifer, aye; Commissioner Harter, aye; and Mayor Brinkman, 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 March 1, 2023 meetings.

- Emporia Main Street Common Consumption Area.
- Beer Garden for GBO Block Party Event.
  Set Bid Time and Date for Biosolid Disposal.
- Set Bid Time and Date for Chip Seal.
- South Fanestil Property Contract.

Study Session:

Discuss Rates.
Discuss Mowing Orders and Procedures.
Discuss New Water Meters.
Water Rate Study.

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 Smith made a motion to recess into Executive Session to discuss confidential matters of a third party regarding a potential economic development project resuming the open meeting in the City Commission Meeting Room, this same date, at 11:30 a.m. Commissioner Giefer seconded the motion. The vote follows: Commissioner Smith, aye; Commissioner Giefer, aye; Commissioner Harter, aye; Commissioner Sauder, aye; and Mayor Brinkman, aye.

Upon reconveying the meeting in Regular Session, at 11:30 a.m., this same date, in the City Commission Meeting Room, Mayor Brinkman stated they had discussed confidential matters of a third party regarding a potential economic development project and no action was taken.

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

____

Susan Brinkman, Mayor

ATTEST:

____

Kerry Sull, City Clerk

Commission Action Report

Title: Biosolids Hauling and Beneficial Land Application

Proposed Agenda Date: March 1, 2023

Presented By: Dean Grant, Director of Public Works

BACKGROUND:

The wastewater treatment plant would like to set the bid date and time to receive bids for Biosolids Hauling and Beneficial Land Application contract. The current contract will expire in August 2023. If a new site has to be used for the beneficial land application of the biosolids, then we will have to collect soil samples and give the Environmental Protection Agency 180-day notification prior to use.

DISCUSSION:

Set bid date and time of April 5, 2023, at 2:00 pm for the Biosolids Hauling and Beneficial Land Application contract

FINANCIAL CONSIDERATIONS:

OTHER CONSIDERATIONS:

RECOMMENDED ACTION:

Set bid date and time of April 5, 2023, at 2:00 pm for the Biosolids Hauling and Beneficial Land Application contract

ATTACHMENTS:

Commission Action Report

Title: 2032 Street Surface Reconditioning Project

Proposed Agenda Date: March 1, 2023

Presented By: Dean Grant, Director of Public Works

BACKGROUND:

The Street Division has put together the quantities for the 2023 Street Surface Reconditioning Project (see attached for the list of street segments), and we would like to set a bid date and time for the project.

DISCUSSION:

Set bid date and time of March 28, 2023, at 2:00 pm.

FINANCIAL CONSIDERATIONS:

The budget for the project is $200,000.00.

OTHER CONSIDERATIONS:

RECOMMENDED ACTION:

Set bid date and time of March 28, 2023, at 2:00 pm

ATTACHMENTS:

List of Street Segments

Street Surface Reconditioning Project
Street Segment List

2023 Chip and Fog Seal					
STREET	**From**	**To**	**SF**	**SY**	**pci**
3rd Avenue	Neosho Street	Rural Street	10,880	1,209	62
8th Avenue	Congress Street	West Street	38,955	4,328	69
8th Avenue	Woodland Street	Prairie Street	21,190	2,354	67
10th Avenue	State Street	Neosho Street	7,130	792	63
Grove Avenue	West Street	Walnut Street	14,945	1,661	60
Neosho Street	3rd Avenue	6th Avenue	42,750	4,750	60
Rural Street	9th Avenue	12th Avenue	37,820	4,202	53
Sherman Street	3rd Avenue	5th Avenue	16,500	1,833	61
Sherman Street	5th Avenue	6th Avenue	17,700	1,967	69
State Street	Railroad	4th Avenue	11,542	1,282	56
State Street	4th Avenue	6th Avenue	22,960	2,551	60
State Street	6th Avenue	7th Avenue	16,340	1,816	54
State Street	7th Avenue	8th Avenue	11,115	1,235	71
State Street	8th Avenue	12th Avenue	49,020	5,447	66
Washington Street	Grove Avenue	12th Avenue	18,000	2,000	71
West Street	3rd Avenue	4th Avenue	12,245	1,361	68
West Street	4th Avenue	5th Avenue	10,395	1,155	54
West Street	5th Avenue	6th Avenue	9,250	1,028	69
Wilson Street	7th Avenue	9th Avenue	15,730	1,748	56
1st Avenue	Congress Street	West Street	35,880	3,987	68
1st Avenue	East Street	Market Street	44,720	4,969	70
Copley Avenue	South Exchange Street	South Mechanic Stre	25,610	2,846	67
Copley Avenue	South West Street	South Walnut Street	14,950	1,661	73
Cypress Drive	Merchant Street	Cul de Sac	6,682	742	64
Kansas Avenue	South East Street	South Cottonwood S	20,020	2,224	63
Kansas Avenue	South Mechanic Street	South Commercial St	8,580	953	66
Market Street	South Avenue	2nd Avenue	18,980	2,109	64
Randolph Avenue	South Mechanic Street	South Commercial St	8,060	896	64
Randolph Avenue	Dead End	South Market Street	4,420	491	73

Commission Action Report

Title: Informational Items

Proposed Agenda Date: March 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 March 1, 2023.

Commission Meeting :

- CDBG 2020 Public Hearing.
- Housing Grant from the Kansas Housing Resources Corporation to the City of Emporia.
- Award Hazardous Sidewalk Program.

Study Session :

- Review City Commission Goals.
- In Car & Body Cam Contract.
- Golf Course T-Pad Project.
- Discuss Mowing Orders & Procedure.

Commission Action Report

Title: Executive Session

Proposed Agenda Date: March 1, 2023

BACKGROUND:

AN EXECUTIVE SESSION FOR DISCUSSIONS REGARDING DATA RELATED TO FINANCIAL AFFAIRS OR TRADE SECRETS OF CORPORATIONS, PARTNERSHIPS, TRUSTS, AND INDIVIDUALS FOR 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 economic development projects for 25 minutes and stating at which time the open meeting will resume.

ATTACHMENTS:

N/A

Burns and McDonnell will be in attendance to discuss the water rate study.

Study Session Report

Title: Purchase of an Advanced Metering Infrastructure System

Proposed Agenda Date: March 1, 2023

Presented By: Janet Harrouff, Director of Finance
Dean Grant, Director of Public Works

BACKGROUND:
In 2010, the city purchased an Automated Meter Reading (AMR) system, also known as a Drive-By Meter Reading system, to aid Water Services staff in acquiring monthly water meter readings. The current system, meters, and transmitters were installed by a contractor over a three-year period as a part of the project.

The residential meters were installed first, and then the contract was cancelled before meters were installed in many of the businesses, industries, and wholesale accounts. Because of that, many of the meters for these accounts have not been changed in over 20 years.
The system was sold with a 10 life. The transmitters are being replaced at a rate of approximately 25 per week, and the meters are being replaced at a rate of about 10 per week. So, with the system out of warranty it is getting costly to replace the major components of the system, and when components are under warranty, we have had difficulty dealing with the supplier since we were moved to a distributor account.

The purchase and installation of an Advanced Metering Infrastructure (AMI) system was budgeted and adopted in the 2022 CIP budget. An AMI system will allow meter readings to be sent to the Water Services office, giving staff and customers access to real-time meter usage data at any time.
On October 17th, 2022, staff received 7 statements of qualifications from manufacturers and their distributors. A panel of four (4) staff, consisting of utility billing, underground utilities, Janet, and Dean, reviewed and scored them, narrowing the list down to three (3) systems that were asked to give in-person presentations and answer questions. Staff (a panel of five (5)) then scored the three (3) systems, eliminating one (1) and requesting quotes from the remaining two (2) system manufacturers.
Neptune and Badger (though Midwest Meter Inc.) were asked to submit pricing for their meters, any necessary equipment (gateways, special lids, etc.), start-up, and annual maintenance fees. The initial cost for the AMI system from Neptune is $2,819,130.66 and from Badger is $ $3,211,657.40.

DISCUSSION:
Staff would like to purchase an Advanced Metering Infrastructure (AMI) system from Neptune. In both the initial review of qualifications and the presentations, Neptune received the highest scores from everyone on the panel, and they submitted the lowest initial and annual maintenance costs of the two (2) systems.

FINANCIAL CONSIDERATIONS:
The initial cost for the purchase of the system, $2,819,130.66, would be bonded for 10 years, and the costs would be funded from both the water and sewer funds.

OTHER CONSIDERATIONS:

Staff will be able to pull customer usage on demand from the office.
Customers will be able to utilize a portal to see their usage.
Installation will be an additional cost. Proposals are due on February 28, 2023, an estimate should be available by the March 1st meeting.

RECOMMENDED ACTION:
Approve the purchase of an Advanced Meter Infrastructure (AMI) system from Neptune Technology Group

ATTACHMENTS:

Qualification Score Sheets Summary with Criteria
Presentation Score Sheets Summary with Criteria

	Neptune	Badger
Meters	$ 2,738,366.00	$ 2,920,403.00
Gateways	$ 48,502.50	$ -
Start-up	$ 4,750.00	$ 33,350.00
Meter Pit Lids (Plastic)	$ -	$ 176,962.00
Annual Maintenance Costs	$ 27,512.16	$ 80,942.40
Initial Total Costs	$ 2,819,130.66	$ 3,211,657.40

Bids opened on October 18
Public work's conference room at 2:00

	Diehl	Master Meter	Set	Zenner	Senses	Badger	Neptune
Dean	58	45	55	67	64	70	94
Janet	83	46	55	69	75	88	95
Kevin	74	39	55	67	73	77	98
Brenda	74	57	55	84	65	72	94
	289	187	220	287	277	307	381

Ability and ease of switching between AMI and AMR	15
Metering Products Offered	5
Ability of equipment to and software to work with new updates and upgrades	10
Warranty	15
Software capabilities/portal	15
Product support	10
Major components American made	10
Referrences	2
Factory Account	8
Payment Terms	2
Ease of repair	8
	100

Presentations	27-Oct	26-Oct	26-Oct
	Diehl	Badger	Neputune
Dean	141	91	186
Janet	139	122	184
Kevin	109	108	178
Brenda	158	121	194
Charles	132	115	184
	679	557	926

Software	**50**
Timre frame of system update	10
Customeized upgrades	7
Continual training	15
Support (availability)	15
Company Owned	3
Meter	**50**
Sizes Available	5
NOT disposable 5/8 & 3/4 (can electronics be replaced)	10
NOT disposable 1 - 12" (can electronics be replaced)	15
No special supplies needed	5
Durability	10
Domestic Manufacturing	5
Warrant	**50**
5/8 to 2 inch	15
3 to 12"	15
Radios	20
System	**50**
No need to replace lids	15
Type of Network	5
Ease of activiation	5
Individual meter storage	5
Annual feees	20