



Emporia
Kansas

**MEETING OF THE CITY COMMISSION - AGENDA
WEDNESDAY, MAY 24, 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

Proclamation Recognizing May 31st - June 4th as MUPP "Walk, Run & Bike Week" in Emporia.
To Accept Shane Brunner, Chair MUPP Board, & Daphne Mertens, MUPP Board Member

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) **Appointment of Members to the Natural Resources Advisory Board.**

Presented by: Becky Smith, Vice Mayor and Jamie Sauder, Commissioner

Recommended Action: Approve the Appointment of Members to the Natural Resources Advisory Board.

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

Presented by: Becky Smith, Vice Mayor

Recommended Action: Approve Appointment of Member to the Emporia Human Relations Commission.

3) **Public Hearing for S&S Quality Meats, LLC Tax Abatement.**

Presented by: Christina Montgomery, City Attorney

Recommended Action: Open the Public Hearing for S&S Quality Meats, LLC Tax Abatement, and Adjourn to 11:20 a.m. June 7, 2023.

4) **Resolution No. 3696 Requesting the Lyon County Commission Make Certain Findings Regarding the Annexation of Property located at Industrial Park IV.**

Presented by: Justin Givens, Administrator of Planning & Zoning

Recommended Action: Approve Resolution No. 3696 Requesting the Lyon County Commission Make Certain Findings Regarding the Annexation of Property located at Industrial Park IV.

5) **Ordinance No. 23-14 Annexing the Property located at 1022 S. Weaver Street into the City of Emporia.**

Presented by: Justin Givens, Administrator of Planning & Zoning

Recommended Action: Approve Ordinance No. 23-14 Annexing the Property located at 1022 S. Weaver Street into the City of Emporia.

6) **Resolution No. 3697 Authorizing the Issuance of General Obligation Bonds for the Infrastructure Improvements of Mahtropolis Subdivision.**

Presented by: Jim Witt, Special Projects Coordinantor

Recommended Action: Approve Resolution No. 3697 Authorizing the Issuance of General Obligation Bonds for the Infrastructure Improvements of Mahtropolis Subdivision.

7) **Award the Mahtropolis Sanitary Sewer & Watermain Improvements, Project No. HD23MAHT.**

Presented by: Jim Ubert, City Engineer

Recommended Action: Approve Awarding the project to Ditch Diggers, Inc., for the total bid amount of \$203,362.00.

8) **Hauling and Beneficial Land Application of Biosolids.**

Presented by: Dean Grant, Public Works Director

Recommended Action: Award Hauling and Beneficial Land Application of Biosolids contract to Hodges Farms and Dredging.

9) **Purchase of Valve Actuators.**

Presented by: Dean Grant, Public Works Director

Recommended Action: Approve the purchase of the remaining actuators from Mid-America Valve & Equipment.

10) **Purchase of Sewer Camera System.**

Presented by: Dean Grant, Public Works Director

Recommended Action: Approve Purchase of Sewer Camera System from Key Equipment.

11) **Purchase of Mower for the Parks Department.**

Presented by: Kevin Hanlin, Director of Public Lands & Facilities

Recommended Action: Approve Purchase of Mower for Parks Department.

COMMUNICATIONS

Presented by Trey Cocking, City Manager.

- 1) Financials & Permits
- 2) April Budget Report

CONSENT AGENDA

Presented by Trey Cocking, City Manager.

- 1) Commission Meeting Minutes 05-03-23
- 2) Agreement Authorizing Initial Project Scope for Fire Station Projects.
- 3) Ordinance 23-15 Authorizing Beer Garden for Dynamic Discs Open Block Party.
- 4) Removal of Member of the Emporia Human Relations Commission.
- 5) Ordinance 23-16 Authorizing Beer Garden for Emporia Pride Live Special Event.

- 6) Jones Aquatic Center Agreement.

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 30 minutes, inviting Jim Ubert, City Engineer, Jim Witt, Special Projects Coordinator, Jeanine McKenna, President & CEO of Emporia Area Chamber of Commerce, and Ross Vogal, LDB, Inc. and stating at which time the open meeting will resume.

- 2) 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 proprietary information for 20 minutes, inviting Jim Witt, Special Projects Coordinator and stating at which time the open meeting will resume.

- 3) AN EXECUTIVE SESSION FOR CONSULTATION WITH AN ATTORNEY FOR THE PUBLIC BODY OR AGENCY WHICH WOULD BE DEEMED PRIVILEGED IN THE ATTORNEY-CLIENT RELATIONSHIP. K.S.A. 75-4319(B)(2) IS THE AUTHORITY FOR THIS RECESS INTO EXECUTIVE SESSION.

Recess into Executive Session for consultation with an attorney for the public body which would be deemed privileged in the attorney-client relationship for 25 minutes, inviting Public Works Director, Dean Grant; Finance Director, Janet Harrouff; and Tracy Streeter with Burns and McDonnell, 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 Revenue Sources, Fund Balances, Personnel, and Capital Projects.
- 2) Discuss EFOZ Picnic.

3) Discuss Commission Action Meeting on July 5, 2023.

ADJOURNMENT



PROCLAMATION

WHEREAS, from May 31st, 2023 through June 4th, 2023, Emporia will be the focus of two major bicycling and running events: and

WHEREAS, from May 31st to June 4th, Emporia will once again be the host to the Garmin UNBOUND Gravel bike race which is one of North America's premier, annual, ultra-endurance cycling challenges; this year's event will include the rides of 25, 50, 100, 200 & 350 miles and the High School Junior ride as well as the open air, market style "All Things Gravel" expo; and

WHEREAS, the UNBOUND Gravel rides will bring in over 4,000 participants from all 50 states, Puerto Rico, and 43 foreign countries. In addition, more than 10,000 friends, family, fans, and supporters will visit our community; and

WHEREAS, on May 31st & June 1st, the 42nd Annual Law Enforcement Torch Run will enter Lyon County at the Coffey County line, and local law enforcement officers will carry the Torch to El Dorado with an eventual destination at the summer games of the Special Olympics in Wichita; and

WHEREAS, we encourage our community to welcome these guests to our City, as they deserve recognition for the many countless hours of training they have endured to prepare for these events transpiring in these Flint Hills we call home; and

WHEREAS, the Multi-Use Path Planning Board encourages everyone to walk, run or ride a bicycle to work during the week of these events,

NOW, THEREFORE, I, Susan Brinkman, Mayor of Emporia, Kansas do proclaim that the week of May 31st through June 4th as

WALK, RUN & BIKE WEEK

in Emporia, Kansas. I encourage the residents of Emporia to follow the example of our running and bicycling visitors and get up, get out, and walk, run, or bicycle. Exercise leads to a healthy lifestyle and reduces illnesses related to a sedentary life.

On this 24th Day of May 2023

ATTEST:

Susan Brinkman, Mayor

Kerry Sull, City Clerk



Commission Action Report

Appointment of Members to the Natural Resources Advisory Board

Title: Appointment of Members to the Natural Resources Advisory Board

Agenda Date: May 23, 2023

Presented By: Becky Smith, Vice Mayor, and Jamie Sauder, Commissioner

Background:

The Natural Resources Advisory Board currently has openings and is seeking to fill them with qualified candidates.

Discussion:

Applications were received, and interviews were conducted on May 2nd and May 10th with City Commissioner Jamie Sauder and Vice Mayor Becky Smith. Interviewing Commissioners recommend appointment of Nadia Qureshi and Marcia Lawrence. The terms of each member will run through 12/31/2025.

Financial considerations:

No city funds are required.

Recommended action:

Approve the appointment of Nadia Qureshi, and Marcia Lawrence to the Natural Resources Advisory Board.

Attachments:

Applications of Nadia Qureshi and Marcia Lawrence to the Natural Resources Advisory Board.

Cheers,
Marcia

Marcia Lawrence
802 West 15th Avenue Emporia, Kansas 66801 Cell 816.255.6345

----- Forwarded message -----

From: <noreply@civicplus.com>
Date: Wed, Feb 22, 2023 at 1:23 PM
Subject: Online Form Submittal: Application for Advisory Board Membership
To: <marcialawrence1@gmail.com>

Application for Advisory Board Membership

First Name	Marcia
Middle Initial	L
Last Name	Lawrence
Address	802 W. 15th Ave.
City	Emporia
State	KS
Zip Code	66801
Email	marcialawrence1@gmail.com
Phone	816-255-6345
Place of Employment	Self-employed
How Long Have You Been a Resident of Emporia?	10 years
Advisory Board(s) You Are Interested in	Natural Resources Advisory Board (NRAB)
Briefly Describe Why You Would like to Participate on the	I am a strong advocate for environmental protection and natural resource sustainability, and for providing

**Advisory Board(s)
Named**

**Other Activities and
Interests**

In Lieu of Signature:

environmentally-friendly, common-sense choices for our
community.

President, Friends of the Emporia Public Library Board
William Allen White Community Partnership, Inc. board
member

Freelance writing for The Emporia Gazette, the Emporia Area
Chamber of Commerce, Visit Emporia; grant writer
Avid gardener and environmental advocate
Strong supporter of programs and services for the
senior/elderly population

Select This Box

APPLICATION FOR ADVISORY BOARD MEMBERSHIP

RECEIVED
JUL 05 2022
BY:

DATE: 07/05/2022

NAME: Nadia B Qureshi
First Name MI Last Name

ADDRESS: 215 Locust St
Street
Americus KS 66835
City State ZIP

Email: nqureshi@sekworks.org

PHONE: 9139095187

PLACE OF EMPLOYMENT: Southeast KANSASWORKS

HOW LONG HAVE YOU BEEN A RESIDENT OF EMPORIA? 3 years

ADVISORY BOARD(S) YOU ARE INTERESTED IN:
NATURAL RESOURCES ADVISORY BOARD (NRAB)

BRIEFLY DESCRIBE WHY YOU WOULD LIKE TO PARTICIPATE ON THE

ADVISORY BOARD(S) MENTIONED ABOVE:

In combination of working and volunteering, I have roughly 7 years of experience with JCPRD through the Nature Centers. Nature, wildlife, and environmental stewardship are my greatest passions, and I have lots of ideas to contribute to promoting these green values in Emporia.

OTHER ACTIVITIES AND INTERESTS:

I enjoy being outdoors, public speaking, coordinating activities, creating, networking, taking care of plants & animals, and learning more about our local wildlife and ecosystem.

In Lieu of Signature, [Click Here](#)



Commission Action Report

Appointment of Member to the
Emporia Human Relations Commission

Title: Appointment of Member to the Emporia Human Relations Commission

Agenda Date: May 24, 2023

Presented By: Becky Smith, Vice Mayor

Background:

The Emporia Human Relations Commission has two openings and is seeking to fill them with qualified candidates.

Discussion:

Three applications were received, and interviews were conducted on May 2nd and May 10th. Candidate Diana Montalvo was selected by Vice Mayor Becky Smith for a position on the Emporia Human Relations Commission.

Vice Mayor Smith agreed to approve moving forward with candidate Montalvo to fill one of the positions, which the term will run through 5/31/2026.

Financial considerations:

No city funds are required.

Recommended action:

Approve the Appointment of Diana Montalvo to the Emporia Human Relations Commission.

Attachments:

Applications of all applicants to the Emporia Human Relations Commission.

Jeff Lynch

From: Sue Bryson
Sent: Tuesday, May 2, 2023 4:36 PM
To: Jeff Lynch
Subject: FW: Online Form Submittal: Board Application Form

Jeff,
Here you go.
sue

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Tuesday, May 2, 2023 4:35 PM
To: Sue Bryson <sbryson@emporiaks.gov>; Emporia Info <emporiainfo@emporiaks.gov>
Subject: Online Form Submittal: Board Application Form

Board Application Form

Select the Board, Commission, or Committee applying for Emporia Human Relations Commission, Multi-Use-Path Planning Board

Personal Information

First Name	Diana
Last Name	Montalvo
Sex:	Female
Address1	414 Homewood St
Address2	<i>Field not completed.</i>
City	Emporia
State	KS
Zip	66801
Home Phone Number	6207570216
Business Address	608 Commercial St
Business Phone Number	6204129850
Occupation	Real Estate Agent - Marketing Consultant

Email Address	ecbdiana@gmail.com
Residency Information	
Length of Residency in Emporia	10+ Years
Are you a registered voter	Yes
Education and Hobbies	
High School	Emporia High School
College	ESU, University of Texas Rio Grande Valley
Trade or Business School	<i>Field not completed.</i>
Hobbies	Disc golf, cycling, arts & crafts
Organization Membership Information	
Are you currently serving on other Boards, Commissions, or Committees?	Yes
If yes, which	Hispanics of Today and Tomorrow (HOTT)
Have you served on a Board, Commission, or Committee before?	Yes
If yes, which	HOTT
Please list organization memberships and positions held	<i>Field not completed.</i>
Please List Areas of Special Interest	Hispanic/Latino community, Real estate, rural development, community engagement
Please Enter Basic Resume Information Below	<p>RELEVANT WORK EXPERIENCE</p> <p>Special Projects Intern-cdcb. come dream. come build. Brownsville, TX Jan. 2020-Oct. 2020</p> <p>Assisted supervisor of each department with community events or outreaches. Started initiatives to promote the 2020 Census. Met with community leaders to push for project promotions and incentives. Created video productions, mass emails for clients, and flyers</p>

for the communications department.

Property Manager- Eucalyptus Real Estate Emporia, KS
October 2020-June 2021

Managed the maintenance and make ready of 2 apartment complexes (180 units)
Managed 10+ employees daily (housekeepers, make ready, maintenance workers, leasing agents)
Interact professionally with clients, business partners, and city supervisors.
Write up contracts, notices, and leases for rental properties and tenants.

Sales Associate- Coldwell Banker Emporia Real Estate
Emporia, KS April 2021-Present

Conduct showings daily/weekly.
Advertising properties and offering advice to clients.
Preparing listing agreements and contracts.

Marketing Consultant- My Town Media Emporia, KS
September 2022-Present

Consulting business owners about marketing strategies.
Developing new, creative marketing incentives both online and offline.
Coordinate or partner up with organizations on local events (concerts, festivals, block parties, etc)

ADDITIONAL SKILLS

Bilingual: Fluent in English and Spanish.
Microsoft Office & MLS Database
Sales, Leasing & Customer Service
Project Management
Online & Offline Marketing - well versed with social media

Email not displaying correctly? [View it in your browser.](#)



Commission Action Report

Public Hearing for In Connection with the Granting of a Tax Abatement
in Connection with the Proposed Issuance
by the City of Emporia, Kansas of its
Taxable Industrial Revenue Bonds in the Amount of
\$19,400,000.00 for S & S Quality Meats, LLC

Title: Public Hearing for In Connection with the Granting of a Tax Abatement in the Connection with the Proposed Issuance by the City of Emporia, Kansas of its Taxable Industrial Revenue Bonds in the Amount of \$19,400,000.00 for S & S Quality Meats, LLC

Agenda Date: May 24, 2023

Presented By: Christina Montgomery, City Attorney

Background:

The City Commission has previously entered into an "Incentive Compliance Agreement" to exempt property taxes on the current real property improvements in association with S & S Quality Meats, LLC. The Public Hearing process is a statutory requirement.

Discussion:

City Bond Counsel is still finalizing the final construction and equipment cost numbers associated with this project. At this time, Bond Counsel recommends the City Commission open the Public Hearing and adjourn to 11:20 am on June 7, 2023.

Financial considerations:

No city funds are required.

Recommended action:

Open the Public Hearing and adjourn to 11:20 am on June 7, 2023

Attachments:

Copy of the Notice of Publication

(Published in the *Emporia Gazette* on May 6, 2023)

NOTICE OF PUBLIC HEARING FOR
ISSUANCE OF INDUSTRIAL REVENUE BONDS AND
GRANTING AN AD VALOREM TAX ABATEMENT

In accordance with K.S.A. 12-1749d, as amended, public notice is given that the governing body of the City of Emporia, Kansas (the “City”) will conduct a public hearing in connection with its considering a tax exemption and proposed issuance by the City of its Taxable Industrial Revenue Bonds, in one or more series, in an aggregate principal amount of not to exceed \$19,400,000 on Wednesday, May 24, 2023, at 11:00 a.m., or as soon thereafter as possible, at City Hall, 522 Mechanic, PO Box 928, Emporia, Kansas 66801. The Bonds are proposed to be issued by the City in the amount not to exceed \$19,400,000 to finance the costs of purchasing, acquiring, constructing, furnishing and equipping a commercial facility consisting of an approximately 42,277 square foot building and related facilities to house meat processing and smoking operations and related space, and replacing an existing processing facility located in the flood plain (the “Project”) located at 4700 W. Highway 50, Emporia, Kansas (the “Project”).

The Bonds, which will make all or portion of the Project eligible for an accompanying ad valorem property tax exemption, are proposed to be issued under the authority of K.S.A. 12-1740 to 12-1749d, inclusive, as amended. The Project will be owned or leased by the City and leased to S&S Quality Meats, LLC, a Kansas limited liability company (the “Tenant”). A copy of this notice relating to the proposed financing is on file in the office of the City Clerk and is available for public inspection during normal business hours.

In the event the Bonds are not ultimately issued for any reason, the City, shall not be deemed to have assumed or incurred any liability or obligation to the Tenant, its affiliates, or any other party by virtue of any proceedings or actions taken in connection therewith.

All persons having an interest in this matter will be given an opportunity to be heard at the time and place specified above.

The governing body of the City will not take action authorizing the issuance of such Bonds or approving the accompanying tax abatement until the passage of seven (7) days from the date this Notice is published in the official newspaper of the City and until the public hearing is concluded.

CITY OF EMPORIA, KANSAS

By: /s/ Kerry Sull, City Clerk



Commission Action Report

Resolution No. 3696 Requesting the Lyon County Commission
Make Certain Findings Regarding the Annexation
of Property Located at Industrial Park IV

Title: Resolution No. 3696 Requesting the Lyon County Commission Make Certain Findings Regarding the Annexation of Property Located at Industrial Park IV.

Agenda Date: May 24, 2023

Presented By: Justin Givens, Planning & Zoning Administrator

Background:

The City has received a petition and consent from Emporia Enterprises, owners of Park IV Industrial Park, for annexation into the City. The City is currently in the process of designing road improvements to Road F to help serve the area and anticipate requesting annexation of the road right-of-way at a future date. Park IV is approximately 147 acres, zoned Light Industrial and the road improvements and access to city utilities will assist in making the site shovel-ready.

Discussion:

K.S.A. 12-520c, as amended requires that when the City receives a petition and consent for annexation from a property owner and that property is not contiguous with the City, a resolution from the Governing Body must be adopted asking the Lyon County Commission to make certain findings allow the process to move forward.

If approved by the Lyon County Commissioners, an ordinance for annexation will be presented at a future meeting.

Financial considerations:

No city funds are required.

Recommended action:

Approve Resolution No. 3696 Requesting the Lyon County Commission Make Certain Findings Regarding the Annexation of Property Located at Industrial Park IV.

Attachments:

Resolution 3696
Aerial Location Map
Annexation Application
Consent to Annexation

RESOLUTION NO. 3696

A RESOLUTION OF THE CITY OF EMPORIA, KANSAS REQUESTING THE BOARD OF COUNTY COMMISSIONERS OF LYON COUNTY, KANSAS TO MAKE CERTAIN FINDINGS REGARDING THE ANNEXATION OF PROPERTY.

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF EMPORIA, KANSAS.

SECTION 1. The Governing Body of the City of Emporia, Kansas hereby finds that a request for annexation of the following described land has been presented to it by Emporia Enterprises, Inc. Revocable Trust, PO Box 807, Emporia, KS.

LOTS 1, 2, AND 3 OF PARK IV SUBDIVISION, LYON COUNTY, KANSAS

The Governing Body further finds that the above described property does not adjoin land within the boundaries of the City of Emporia. The Governing Body further finds that such annexation, at the request of the property owner, is advisable, desirable, beneficial, and in the interest of the public.

SECTION 2. The City of Emporia, Kansas hereby respectfully requests that the Board of County Commissioners of Lyon County, Kansas, by a 2/3 vote, find and determine that the annexation of such land will not hinder or prevent the proper growth and development of the area or that of any other incorporated city located within Lyon County, Kansas all as provided in K.S.A. 12-520c, as amended.

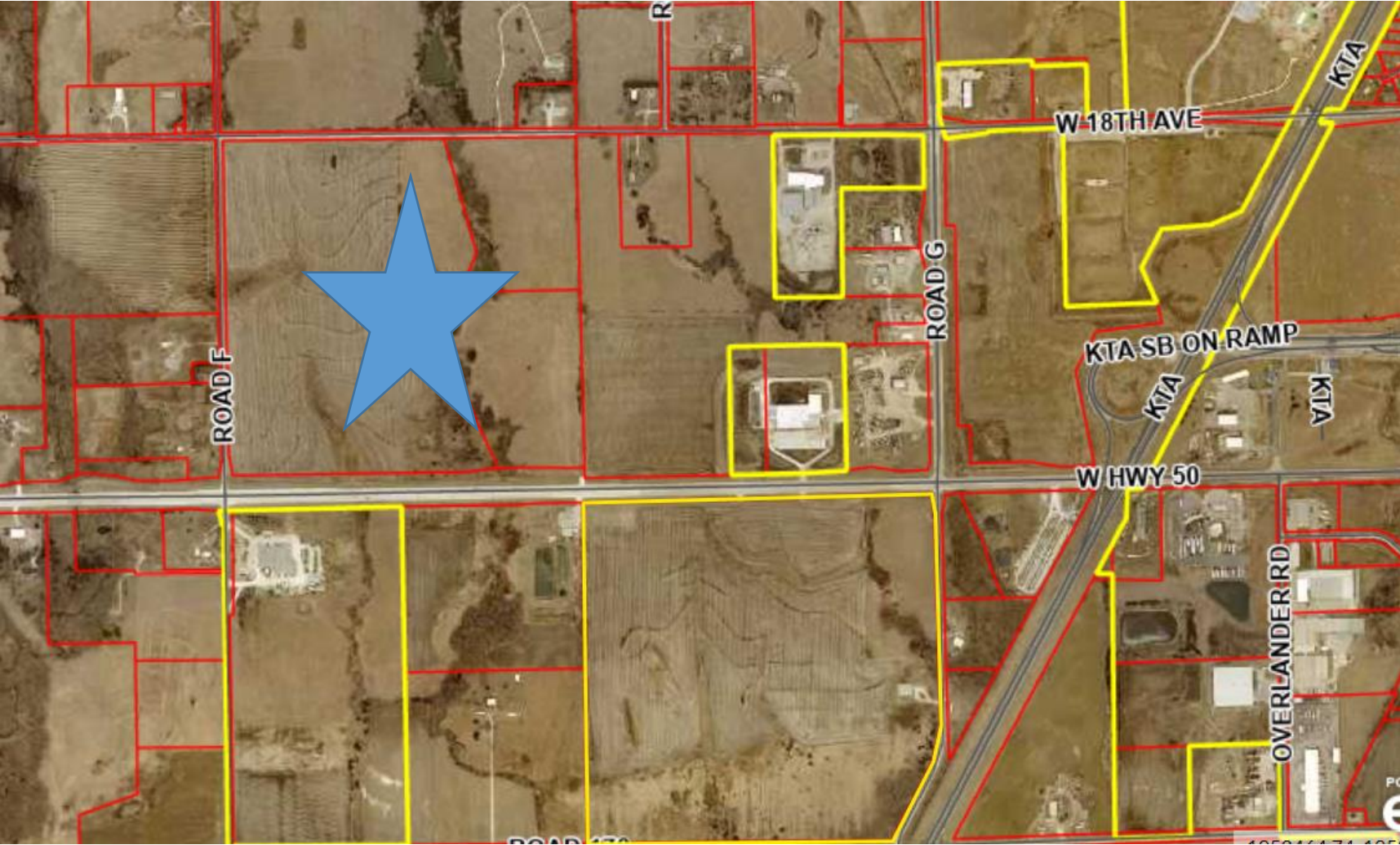
ADOPTED AND APPROVED by the Governing Body of the City of Emporia, Kansas, this 24th day of May 2023.

Susan Brinkman, Mayor

ATTEST:

Kerry Sull, City Clerk

Park IV Annexation
Aerial Map





PLANNING AND ZONING DEPARTMENT
 522 Mechanic Street
 Emporia, KS 66801
 Phone: 620-343-4268
 Fax: 620-343-4262

Annexation Application

Date Submitted: April 13, 2023

***Attach a site plan map (2), drawn to scale, showing property lines, roads, driveways, existing and proposed structures, parking stalls, landscaping, fences, and other topographical features.**

(NOTE) AN INCOMPLETE APPLICATION CANNOT BE PROCESSED

	Name	Address	Phone
Applicant	Emporia Enterprises, Inc. Revocable Trust	PO Box 807 Emporia, KS 66801	620-343-8860
Owner	Emporia Enterprises, Inc. Revocable Trust	PO Box 807 Emporia, KS 66801	620-343-8860

Other Owners and Officers (corporate applications only) Chuck Scott, Director of Planning and Development of Emporia Enterprises, Inc.

Describe the Location: Three parcels totaling 147.13 acres between W. Hwy 50 and Road 180 and just east of Road F

Current Zoning District: Light Industrial

Attach or provide legal description of the property: See attached.

Current Use of property: Agricultural

Proposed Use of property: Light Industrial

Reason for Annexation Request: Access to city utilities to allow us to make the industrial park shovel ready.

The following non-conformities exist on this property: None.

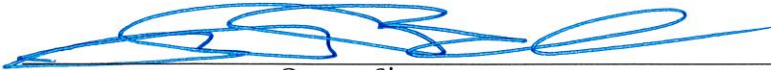
By signing this application, I certify that all of the information I have provided is true and correct. I understand that additional information may be needed, or additional fees may be incurred during the rezoning application process. I understand and agree that it will be my responsibility to provide any additional information requested and to pay any additional fees incurred.



Applicants Signature
- Charles Scott,
Director of Planning

4/14/2023

Date



Owners Signature -
Steve Bell, Trustee

4/14/2023

Date

FOR OFFICE USE ONLY

Fee	Date Paid	Receipt no.
\$0		

Application No.

Hearing Date:

CONSENT TO ANNEXATION

TO THE GOVENING BODY OF THE CITY OF EMPORIA, KANSAS:

The undersigned owner(s) of the following legally described land, located generally [INSERT GENERAL LOCATION OF PROPERTY], hereby formally consents to annexation of such land into the City of Emporia, Kansas:

SEE ATTACHED EXHIBIT WITH LEGAL DESCRIPTIONS AND FINAL PLAT

LEGAL OWNER(S)



Steve Bell, Trustee
Emporia Enterprises, Inc.; Revocable Trust

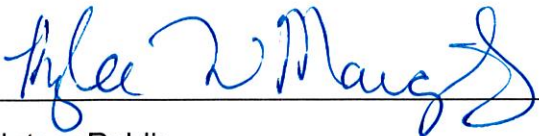
ACKNOWLEDGEMENT

STATE OF KANSAS}

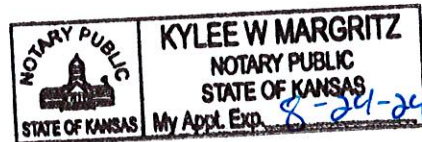
COUNTY OF LYON}

BE IT REMEMBERED, On this 14 day of April, 20 23 before me, the undersigned, a notary public in and for the County and State aforesaid, came Steve Bell such person being personally known to me to be the same person who executed the within instrument of writing and duly acknowledged the execution of the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal on the day and year last above written.



Notary Public





Commission Action Report

Ordinance 23-14 Annexing 1022 S. Weaver Street into the City of Emporia

Title: Ordinance 23-14 Annexing the Property located at 1022 S. Weaver Street into the City of Emporia

Agenda Date: May 24, 2023

Presented By: Justin Givens, Planning & Zoning Administrator

Background:

Previously, the City installed a water main along South Weaver Street to provide water service to residents in the area. Those needing to connect to the city service have petitioned and consented to annex in order to receive water service. To date, seven of the ten properties along South Weaver Street adjacent to the water line have been annexed into the city and established water service.

Discussion:

The property owner of 1022 S. Weaver has applied, and consented to annexation in order to receive water service from the City. Staff has discussed the costs and requirements associated with tapping into the water service with the property owner.

Financial considerations:

No city funds are required.

Recommended action:

Approve Ordinance 23-14 Annexing the Property located at 1022 S. Weaver Street into the City of Emporia.

Attachments:

Ordinance 23-14 Annexing 1022 S. Weaver Street
Aerial Location Map
Annexation Application
Consent to Annexation

ORDINANCE NO. 23-14

AN ORDINANCE ANNEXING LAND TO THE CITY OF EMPORIA, KANSAS.

WHEREAS, the following described land adjoins the City of Emporia, Kansas, and is generally located at 1022 S Weaver St., Emporia, KS. 66801;

WHEREAS, a written petition for annexation of the following described land, signed by all of the owners thereof, has been filed with the City of Emporia, Kansas pursuant to K.S.A. 12-520, as amended; and

WHEREAS, the governing body of the City of Emporia, Kansas, finds it advisable to annex such land.

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

SECTION 1. That the following described land is hereby annexed and made part of the City of Emporia, Kansas:

LOT 9, BARNHART ACRES, EMPORIA, LYON COUNTY, KANSAS

SECTION 2. This ordinance shall take effect and be in force from and after its publication in the official city newspaper.

PASSED AND APPROVED by the Governing Body of the City of Emporia, Kansas, this 24th day of May 2023.

Susan Brinkman, Mayor

ATTEST:

Kerry Sull, City Clerk



PLANNING AND ZONING DEPARTMENT
 522 Mechanic Street
 Emporia, KS 66801
 Phone: 620-343-4268
 Fax: 620-343-4262

Annexation Application

Date Submitted 4-17-23

*Attach a site plan map (2), drawn to scale, showing property lines, roads, driveways, existing and proposed structures, parking stalls, landscaping, fences, and other topographical features.

(NOTE) AN INCOMPLETE APPLICATION CANNOT BE PROCESSED

	Name	Address	Phone
Applicant	Allen P. Judo	1022 S. WEAVER	620 743-4728
Owner	SAME		

Other Owners and Officers (corporate applications only) _____

Describe the Location: 1022 S. WEAVER

Current Zoning District: R1

Attach or provide legal description of the property: SEE ATTACHED

Current Use of property: Residential

Proposed Use of property: SAME

Reason for Annexation Request: WATER SERVICE

The following non-conformities exist on this property: NONE

By signing this application, I certify that all of the information I have provided is true and correct. I understand that additional information may be needed, or additional fees may be incurred during the rezoning application process. I understand and agree that it will be my responsibility to provide any additional information requested and to pay any additional fees incurred.

Allen R. Hardy

Applicants Signature

04/17/23

Date

Owners Signature

Date

FOR OFFICE USE ONLY

Fee	Date Paid	Receipt no.
\$0		

Application No.

Hearing Date:

CONSENT TO ANNEXATION

TO THE GOVENING BODY OF THE CITY OF EMPORIA, KANSAS:

The undersigned owner(s) of the following legally described land, generally located at 1022 S. Weaver St., and legally describe as follows; hereby formally consents to annexation of such land into the City of Emporia, Kansas:

LOT 9, BARNHART ACRES, CITY OF EMPORIA, LYON COUNTY, KANSAS

LEGAL OWNER(S)

Allen R. Ihde

Allen R. Ihde

ACKNOWLEDGEMENT

STATE OF KANSAS}

COUNTY OF LYON}

BE IT REMEMBERED, On this 17th day of April, 2023 before me, the undersigned, a notary public in and for the County and State aforesaid, came Allen R. Ihde such person being personally known to me to be the same person who executed the within instrument of writing and duly acknowledged the execution of the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal on the day and year last above written.

Deann M. Polzin

Notary Public





Commission Action Report

Resolution No. 3697 Authorizing
the Issuance of General Obligation Bonds
for Infrastructure Improvements for the Mahtropolis Subdivision

Title: Resolution No. 3697 Authorizing the Issuance of General Obligation Bonds for Infrastructure Improvements for the Mahtropolis Subdivision

Agenda Date: May 24, 2023

Presented By: Jim Witt, Special Projects Coordinator

Background:

The City's Housing and RHID Policy allows for the issuance of GO bonds for infrastructure improvements if additional eligible housing units are to be constructed on the property to be served.

Discussion:

While the actual issuance of bonds will not take place until a much later date the ordinance authorizing said issuance should be in place before construction of the infrastructure takes place. At today's meeting, the Commission is being asked to accept bids for water and sewer improvements related to the Mahtropolis Subdivision. Later a bid for street and drainage improvements will be presented for review and acceptance by the Commission. A Development Agreement with the builder/developer was finalized and approved by the Commission in December 2022. The total estimated cost of the infrastructure is \$1,000,000.00 dollars.

Financial considerations:

Upon the eventual issuance of the GO bonds the City will retire the debt uncured using the Kansas RHID program. The City has 25 years to recapture the debt through the collection of property taxes.

NOTE: Effective July 1, 2023, the RHID program will be called the REINVESTMENT HOUSING INCENTIVE DISTRICT

Recommended action:

Approve Resolution No. 3697 authorizing the issuance of General Obligation Bonds for infrastructure improvements for the Mahtropolis Subdivision.

Attachments:

Resolution No. 3697

RESOLUTION NO. 3697

A RESOLUTION OF THE CITY OF EMPORIA, KANSAS, AUTHORIZING CERTAIN PUBLIC IMPROVEMENTS AND PROVIDING FOR THE PAYMENT OF THE COSTS THEREOF (MAHTROPOLIS INFRASTRUCTURE IMPROVEMENTS).

WHEREAS, K.S.A. 13-1024a, as amended by Charter Ordinance No. 41 (the “Act”) of the City of Emporia, Kansas (the “City”), provides that for the purpose of paying for any bridge, viaduct, street, sidewalk, transportation or pedestrian way improvement, airport, public building or structure, parking improvement, or other public utility or works, including any appurtenances related thereto and the land necessary therefor, for lands for public parks and recreation facilities, including golf courses, stadiums and community centers, and developing and making improvements to the same, within or without the City, for the establishment, development and construction of crematories, desiccating or reduction works, including any appurtenances related thereto and the land necessary therefor, within or without the City, or for the improvement, repair or extension of any waterworks, sanitary sewer facilities, sewage treatment or disposal plant, sewerage system, storm water improvement, electric light plant, telecommunications, crematory, desiccating or reduction works or other public utility plant or works owned by the City, and for the purpose of rebuilding, adding to or extending to the same or acquiring land necessary therefor from time to time, as the necessities of the City may require, or for the acquisition of equipment, vehicles and other personal property to be used in relation to any of the improvements authorized herein, the City may borrow money and issue its general obligation bonds and/or temporary notes for the same; and

WHEREAS, the City may issue such general obligation bonds when authorized to do so by the adoption of a resolution by the City Commission (the “Governing Body”) describing the purpose to be provided for and the amount of general obligation bonds to be issued, such bonds to be issued, sold, delivered and retired in accordance with the provisions of the general bond law; and

WHEREAS, the Governing Body desires to authorize the issuance of general obligation bonds of the City to finance all or a portion of the public improvements set forth below.

THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF EMPORIA, KANSAS:

Section 1. Public Improvements; Bond Authorization. The Governing Body hereby authorizes the issuance of general obligation bonds of the City (the “Bonds”) for the following described public improvements (the “Improvements”):

<u>Description</u>	<u>Estimated Cost</u>
Mahtropolis Infrastructure Improvements – Streets, Sanitary Sewer, Water, and Storm Sewer Improvements	\$1,200,000

The costs of the Improvements in the approximate amount of \$1,200,000, interest on interim financing and associated financing costs shall be payable from the proceeds of the Bonds issued under authority of the Act.

Section 2. Reimbursement. The Bonds may be issued to reimburse expenditures made on or after the date which is 60 days before the date of this Resolution, pursuant to Treasury Regulation § 1.150-2.

Section 3. Effective Date. This Resolution shall take effect and be in full force from and after its adoption by the Governing Body.

[BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK]

ADOPTED AND APPROVED by the governing body of the City of Emporia, Kansas, on May 24, 2023.

(Seal)

Mayor

ATTEST:

Clerk

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution of the City adopted by the governing body on May 24, 2023, as the same appears of record in my office.

DATED: May 24, 2023.

Clerk



Commission Action Report

Mahtropolis Addition Sanitary Sewer & Waterline Improvements Project Award

Title: Mahtropolis Addition Sanitary Sewer & Waterline Improvements Project Award, Project No. HD23MAHT

Agenda Date: May 24th, 2023

Presented By: James M. Ubert, City Engineer

Background:

The Mahtropolis Addition will create 27 single-family houses along Mahnopoly Ave and Riley Ave. The utility improvements portion of this project will consist of sanitary sewer and watermain extensions.

Discussion:

On 2:00 pm on Tuesday, May 16th, 2023, the City Engineer’s Office publicly opened bids for the Mahtropolis Addition Sanitary Sewer and Waterline Improvements Project No. HD23MAHT. The Engineering Office received six (6) bids for this project. The following are the totals for the bids received and Engineer’s Estimate provided by Kaw Valley Engineering:

Contractor	Sanitary Sewer Bid	Waterline Bid	Total Bid
Ditch Diggers, Inc	\$137,786.00	\$65,576.00	\$203,362.00
Mies Construction	\$133,641.00	\$78,088.00	\$211,729.00
Nowak Construction	\$170,138.00	\$85,340.00	\$255,478.00
Middlecreek Corp.	\$193,989.00	\$90,522.00	\$284,511.00
Carlson Utility, Inc	\$207,526.00	\$133,934.00	\$341,460.00
S.R. Coffman Const.	\$391,400.07	\$154,676.00	\$546,076.07
Engineer’s Estimate	\$165,800.00	\$76,434.00	\$242,234.00

Financial considerations:

N/A

Recommended action:

The staff recommend awarding the project to Ditch Diggers, Inc., for the total bid amount of \$203,362.00.

Attachments:

Bid tabulation is attached.

CITY OF EMPORIA, KS
 BID TABULATION

FOR CONSTRUCTION OF MAHTROPOLIS ADDITION (RILEY AVE & TRUSLER RD) SANITARY SEWER & WATERMAIN IMPROVEMENTS
 PROJECT NO. HD23MAHT

Bids Opened:
 2:00pm on 05/16/2023

Sanitary Sewer Base Bid:			Ditch Diggers, Inc		Mies Construction		Nowak Construction		Middlecreek Corp		Carlson Utility Inc		S.R. Coffman Construction, Inc		ENGINEER'S ESTIMATE	
Quantity	Units	Description	Unit	Total	Unit	Total	Unit	Total	Unit	Total	Unit	Total	Unit	Total	Unit	Total
1	L.S.	Mobilization	\$10,000.00	\$10,000.00	\$6,200.00	\$6,200.00	\$9,675.00	\$9,675.00	\$12,000.00	\$12,000.00	\$11,500.00	\$11,500.00	\$38,000.00	\$38,000.00	\$5,000.00	\$5,000.00
1	L.S.	Site Clearing	\$500.00	\$500.00	\$7,625.00	\$7,625.00	\$2,000.00	\$2,000.00	\$15,000.00	\$15,000.00	\$8,500.00	\$8,500.00	\$12,800.00	\$12,800.00	\$2,500.00	\$2,500.00
1	Ea.	Connection to Existing Sanitary Main	\$4,100.00	\$4,100.00	\$600.00	\$600.00	\$3,500.00	\$3,500.00	\$2,500.00	\$2,500.00	\$3,400.00	\$3,400.00	\$2,350.00	\$2,350.00	\$1,500.00	\$1,500.00
1,492	L.F.	Sanitary Sewer (8")	\$41.00	\$61,172.00	\$45.00	\$67,140.00	\$60.00	\$89,520.00	\$60.00	\$89,520.00	\$63.00	\$93,996.00	\$158.00	\$235,736.00	\$60.00	\$89,520.00
6	Ea.	Standard Sanitary Sewer Manhole (4' Dia.)	\$6,000.00	\$36,000.00	\$3,850.00	\$23,100.00	\$4,600.00	\$27,600.00	\$5,500.00	\$33,000.00	\$6,100.00	\$36,600.00	\$9,200.00	\$55,200.00	\$6,000.00	\$36,000.00
41	L.F.	Flowable Fill	\$50.00	\$2,050.00	\$140.00	\$5,740.00	\$80.00	\$3,280.00	\$80.00	\$3,280.00	\$170.00	\$6,970.00	\$329.27	\$13,500.07	\$45.00	\$1,845.00
1	Ea.	Erosion Control	\$500.00	\$500.00	\$100.00	\$100.00	\$5,900.00	\$5,900.00	\$20,000.00	\$20,000.00	\$8,500.00	\$8,500.00	\$9,180.00	\$9,180.00	\$5,000.00	\$5,000.00
1	Ea.	Site Restoration and Seeding with Mulch	\$500.00	\$500.00	\$7,350.00	\$7,350.00	\$1,850.00	\$1,850.00	\$5,000.00	\$5,000.00	\$9,000.00	\$9,000.00	\$8,500.00	\$8,500.00	\$8,000.00	\$8,000.00
27	L.F.	Service (Wye) Connection	\$700.00	\$18,900.00	\$500.00	\$13,500.00	\$772.00	\$20,844.00	\$380.00	\$10,260.00	\$700.00	\$18,900.00	\$400.00	\$10,800.00	\$350.00	\$9,450.00
127	L.F.	Service Line	\$32.00	\$4,064.00	\$18.00	\$2,286.00	\$47.00	\$5,969.00	\$27.00	\$3,429.00	\$80.00	\$10,160.00	\$42.00	\$5,334.00	\$55.00	\$6,985.00
TOTAL AMOUNT OF CONCRETE BASE BID:			\$137,786.00		\$133,641.00		\$170,138.00		\$193,989.00		\$207,526.00		\$391,400.07		\$165,800.00	
Watermain Base Bid:																
Quantity	Units	Description	Unit	Total	Unit	Total	Unit	Total	Unit	Total	Unit	Total	Unit	Total	Unit	Total
1	Ea.	Connection to Existing	\$7,000.00	\$7,000.00	\$6,700.00	\$6,700.00	\$6,450.00	\$6,450.00	\$8,900.00	\$8,900.00	\$7,400.00	\$7,400.00	\$11,200.00	\$11,200.00	\$250.00	\$250.00
536	L.F.	Water Line (8" PVC)	\$47.00	\$25,192.00	\$56.00	\$30,016.00	\$63.00	\$33,768.00	\$53.00	\$28,408.00	\$74.00	\$39,664.00	\$145.00	\$77,720.00	\$60.00	\$32,160.00
1	L.S.	Fittings	\$1,000.00	\$1,000.00	\$2,500.00	\$2,500.00	\$2,000.00	\$2,000.00	\$2,154.00	\$2,154.00	\$19,500.00	\$19,500.00	\$3,200.00	\$3,200.00	\$4,824.00	\$4,824.00
1	Ea.	Gate Valve	\$4,400.00	\$4,400.00	\$2,300.00	\$2,300.00	\$5,150.00	\$5,150.00	\$2,960.00	\$2,960.00	\$2,350.00	\$2,350.00	\$9,600.00	\$9,600.00	\$1,800.00	\$1,800.00
508.0	L.F.	1" Copper Service Line	\$23.00	\$11,684.00	\$34.00	\$17,272.00	\$34.00	\$17,272.00	\$40.00	\$20,320.00	\$90.00	\$45,720.00	\$57.00	\$28,956.00	\$50.00	\$25,400.00
2	Ea.	Fire Hydrant with Valve	\$7,900.00	\$15,800.00	\$7,300.00	\$14,600.00	\$8,250.00	\$16,500.00	\$7,890.00	\$15,780.00	\$5,900.00	\$11,800.00	\$9,100.00	\$18,200.00	\$3,500.00	\$7,000.00
1	L.S.	Site Restoration and Seeding with Mulch	\$500.00	\$500.00	\$4,700.00	\$4,700.00	\$4,200.00	\$4,200.00	\$12,000.00	\$12,000.00	\$7,500.00	\$7,500.00	\$5,800.00	\$5,800.00	\$5,000.00	\$5,000.00
TOTAL AMOUNT OF WATERMAIN BASE BID:			\$65,576.00		\$78,088.00		\$85,340.00		\$90,522.00		\$133,934.00		\$154,676.00		\$76,434.00	
TOTAL AMOUNT OF SANITARY SEWER AND WATERMAIN BASE BIDS:			\$203,362.00		\$211,729.00		\$255,478.00		\$284,511.00		\$341,460.00		\$546,076.07		\$242,234.00	



Commission Action Report

Hauling and Beneficial Land Application of Biosolids

Title: Hauling and Beneficial Land Application of Biosolids
Agenda Date: May 24, 2023
Presented By: Dean Grant, Director of Public Works

Background:

On March 14, 2023, the wastewater treatment facility solicited a Request for Proposals (RFP) for the Hauling and Beneficial Land Application of Biosolids. The RFP allowed for companies to submit comprehensive plans for the hauling and beneficial use of biosolids produced at the plant, however, it set the minimum requirements for meeting volume 40 of the Code of Federal Regulations, Part 503 for the disposal of biosolids. On April 19, 2023, staff received 4 responses meeting the minimum requirements and 3 responses with comprehensive plans. All 7 responses were reviewed and ranked by a technical panel of four staff members, and a recommendation was made.

Discussion:

City staff recommends Hodges Farms and Dredging to be awarded the contract for the hauling and beneficial use of the biosolids produced by the wastewater treatment facility. Hodges Farms and Dredging did not respond with the lowest price, however, in the opinion of the review panel, Hodges Farms and Dredging was the best value for the city. They will provide all soil testing, complete all EPA reports and submit them to the city, develop an application plan and rate for each site, provide oversight for all regulatory compliance of each site, provide a grower's report to each farmer, and haul biosolids that have not been pressed (liquid haul), if needed, for the same per ton price.

Financial considerations:

This is a budgeted line-item expenditure for the wastewater treatment facility from the Wastewater Fund

Recommended action:

Award Hauling and Beneficial Land Application of Biosolids contract to Hodges Farms and Dredging for \$11.95 per wet ton.

Attachments:

Bid Tab
Low Bid Exclusion Explanation
Panel Recommendation

Hauling and Beneficial Land Application of Biosolids

Company	Price per Wet Ton	Included in Price
A-1 Pump & Jet Services, Inc.	\$9.70	Hauling and Land Application of Biosolids
Hodges Farms & Dredging	\$11.95	Soil testing, completing 503 reports and submitting them to the City. Develop application plan for each site and application rates. All regulatory compliance, oversight, and reporting of the application sites. Provide growers with a grower report. Provide liquid hauling services, if needed, at the same rate.
Jared Davis	\$12.50	Hauling and Land Application of Biosolids
Dave's Pumping LLC.	\$14.25	Hauling and Land Application of Biosolids
Nutri-Ject Systems, Inc.	\$21.53	All testing, paperwork, reporting, 5-year Biosolids plan, onsite trailer for loading directly from the press. Will staff 24/7 if needed. Spill plan and spill reporting. All oversight and compliance of application sites.
Denali Water Solutions, Inc.	\$24.25	All testing, completing 503 report, and submitting to the City. Spill plan. All oversight and compliance of application sites.
Synagro	\$37.00	Hauling and Land Application of Biosolids

Hauling and Beneficial Land Application of Biosolids Low Price Exclusion Explanation

The technical review panel does not recommend A-1 Pump & Jet Services, Inc (the lowest submitted price) due to the lack of overall value to the city for the services provided. The city would be required to perform soil sampling, calculate agronomic application rates, develop a plan and provide oversight for each application site, and a spill response plan.

Erin Lingenfelter

 5-18-23

Jack Mason

 5-18-23

Ryan Sullivan

 5/18/2023

Dean Grant

 5/18/2023

Hauling and Beneficial Land Application of Biosolids Recommendation

The technical review panel is recommending that Hodges Farms and Dredging (HFD) be awarded the contract for hauling and beneficial use of biosolids produced at the wastewater treatment facility. HFD proposed to provide all soil testing of each site, a site-specific plan for each application site, grower's report for each farmer/landowner, and can provide the necessary equipment to haul and properly dispose of the biosolids. HFD will provide emergency liquid hauling services for the same proposed wet ton price.

It is the opinion of the review panel that Hodges Farms and Dredging will provide the best value to the city for the price submitted with their proposal.

Erin Lingenfelter

 5-18-23

Jack Mason

 5-18-23

Ryan Sullivan

 5/18/2023

Dean Grant

 5/18/2023



Commission Action Report

Purchase of Valve Actuators

Title: Purchase of Valve Actuators
Agenda Date: May 24, 2023
Presented By: Dean Grant, Director of Public Works

Background:

The city bonded \$550,000.00 for the upgrade and installation of new valve actuators. The initial purchase was made, and the actuators were installed by staff, so only \$293,001.19 has been expensed from the bond amount. Due to the in-house installation, there is a remaining balance of \$259,000.00, and staff would like to purchase actuators needed to upgrade, or add to, to the remaining valves in the facility.

Discussion:

Staff received a quote for each size actuator that needs to be purchased to complete the upgrade, or addition, from Mid-America Valve & Equipment. The cost for the actuators will be \$146,391.00.

Financial considerations:

\$550,000.00 bond specifically for the purchase and installation of actuators at the water treatment plant, of which only \$293,001.19 has been utilized to date.

Recommended action:

Approve the purchase of the remaining actuators from Mid-America Valve & Equipment for \$146,391.00.

Attachments:

Mid-America Valve & Equipment Quotes
Extended Cost Spreadsheet

Mid-America Valve & Equipment Co.
 Ph: 913-642-2442
 Fax: 913-642-2878
 PO Box 6007
 Leawood, KS 66206



Quote

To:		From:	Tom Miller
Company:	City of Emporia WTP	Pages:	2
Phone:		Date:	May 12, 2023
Fax:		Re:	Quote 2304177

Sludge Blowdown Valves

8" Bypass Valve

K Tork KT-40-DA pneumatic actuator, Open/close service, 120VAC solenoid valve, adaption to mount new actuator to existing 8" plug valve

\$4,450.00 each

Optional K Tork Size 40 manual gearbox override with handwheel **\$2,020.00 each**

4" Blowdown Valve

K Tork KT-20-DA pneumatic actuator, Open/close service, 120VAC solenoid valve, new 4" Pratt flanged plug valve, adaption to mount actuator to valve

\$3,150.00 each

Optional K Tork Size 20 manual gearbox override with handwheel **\$1,025.00 each**

2" Flush Valve

K Tork KT-10-DA pneumatic actuator, Open/close service, 120VAC solenoid valve, new 2" stainless steel ball valve, adaption to mount actuator to valve

\$2,775.00 each

Optional K Tork Size 20 manual gearbox override with handwheel **\$945.00 each**

Installation:

Removal and installation of actuators, pneumatic and electrical connections by others.
Mid-America will provide on-site technical support as required

Terms 100% net 30 days, FOB factory, shipping cost to job site included

Delivery 12 weeks

Mid-America Valve & Equipment Co.
 Ph: 913-642-2442
 Fax: 913-642-2878
 PO Box 6007
 Leawood, KS 66206



Quote

To:		From:	Tom Miller
Company:	City of Emporia WTP	Pages:	1
Phone:		Date:	Apr 19, 2023
Fax:		Re:	Quote 2304172

Replace actuators on 12” Intake & High Service Butterfly Valves

Pneumatic Option:

K Tork KT-40-DA, Open/close service, 120VAC solenoid valve, Limit switch, adaption to mount new actuator to existing 12” valves

\$4,125.00 each

Optional K Tork Size 40 manual gearbox override with handwheel **\$2,020.00 each**

Installation:

Removal and installation of actuators, pneumatic and electrical connections by others.
 Mid-America will provide on-site technical support as required

Terms 100% net 30 days, FOB factory, prepay and add shipping cost

Delivery 12 weeks

Mid-America Valve & Equipment Co.
 Ph: 913-642-2442
 Fax: 913-642-2878
 PO Box 6007
 Leawood, KS 66206



Quote

To:		From:	Tom Miller
Company:	City of Emporia WTP	Pages:	1
Phone:		Date:	Apr 19, 2023
Fax:		Re:	Quote 2304171

Automate 36" Butterfly Valves

Pneumatic Option:

K Tork KT-60-DA with 4-20 ma input digital positioner, adaption to mount new actuator to existing 36" valves

\$18,020.00 each Delivery 14 weeks

Optional K Tork Size 60 manual gearbox override with handwheel \$5000.00 each

Electric Option:

Rotork IQ12 electric actuator / IW6 Gearbox 4-20 ma input for positioning control, 480V-3-60, adaption to mount new actuator to existing 36" valves

\$11,670.00 each Delivery 18 weeks

Optional Remote Hand Station with digital display \$2,566.00

Installation:

Both actuators will fit through the existing 27" square hatch opening. Ladder and/or hatch door removal may be required to gain adequate clearance.

Removal and installation of actuators, pneumatic and electrical connections by others.

Mid-America will provide on-site technical support as required

Terms 100% net 30 days, FOB factory, prepay and add shipping cost

Change Out of Remaining Actuators at the Water Treatment Plant

Location	Valve Actuator Needed	Hand Wheel Needed	Remote Hand Station	Total
<u>36" Valve Flow Control</u>				
36" Valve	3	0	1	
	\$11,670.00	\$0.00	\$2,566.00	
	\$35,010.00	\$0.00	\$2,566.00	\$37,576.00
<u>Intake</u>				
12" Valve	4	4	0	
	\$4,125.00	\$2,020.00	\$0.00	
	\$16,500.00	\$8,080.00	\$0.00	\$24,580.00
<u>High Service</u>				
12" Valve	4	4	0	
	\$4,125.00	\$2,020.00	\$0.00	
	\$16,500.00	\$8,080.00	\$0.00	\$24,580.00
<u>Train #1 Blowdown</u>				
8" Bypass Valve	8	8	0	
	\$4,450.00	\$2,020.00	\$0.00	
	\$35,600.00	\$16,160.00	\$0.00	\$51,760.00
4" Blowdown Valve	1	1	0	
	\$3,150.00	\$1,025.00	\$0.00	
	\$3,150.00	\$1,025.00	\$0.00	\$4,175.00
2" Flush Valve	1	1	0	
	\$2,775.00	\$945.00	\$0.00	
	\$2,775.00	\$945.00	\$0.00	\$3,720.00
Total Project Cost				\$146,391.00



Commission Action Report

Purchase of a Sewer Camera System

Title: Purchase of a Sewer Camera System

Agenda Date: May 24, 2023

Presented By: Dean Grant, Director of Public Works

Background:

The Underground Utilities Division utilizes a sewer camera for the inspection of sanitary and storm sewer pipes. The current camera system is approximately 11 years old and has been in for repairs 5 times in the last two (2) years, for an estimated cost of \$30,000.00. Each time the camera is repaired it must be shipped to Florida, and the crews cannot perform inspections for weeks while they wait for it to be returned.

Discussion:

Staff received two (2) quotes for camera systems, and the EnviroSight camera system offered all of the necessary functions at the lowest price. Key Equipment, located in Kansas City, is the distributor for the system, and they have trained staff to offer in-house troubleshooting and repairs. This will allow for quick turnarounds, when needed. The system cost and installation is \$100,555.00

Financial considerations:

\$83,000.00 is budgeted in CIP and \$17,555.00 will be used from the divisional budget expenses will be reduced in other budgeted line items.

Recommended action:

Approve the purchase of the EnviroSight camera system from Key Equipment for \$100,555.00.

Attachments:

Quotes for the EnviroSight and IBAC systems

5-9-2023

City of Emporia
Attn: Mr. Kevin Wiggins
1220 Hatcher
Emporia, Kansas 66801



Re: Envirosight Rover X

Dear Kevin,

Thank you for the opportunity to supply a proposal for the state-of-the-art Rover X Camera System. The Envirosight Rover X is unequalled in performance, capability, expandability, and reliability by having little resistance in the pipe allowing quick, accurate, state of the art reporting capabilities. It is simple yet powerful and is raising the bar and setting the standard for underground inspection systems.

Rover X is the one system that lets you do everything: control inspections, view and record digital video, log observations, generate reports, and link directly to asset-management software:

- Steerable 6-wheel drive maneuvers past obstacles.
- Modular design adapts to pipe of any size, condition, and material.
- Compact system footprint can be deployed from any size vehicle.
- Digital controls automatically update to the latest features and support self-diagnostics.
- Scalable design supports lateral launch, side-scanning and laser profiling.
- WinCan VX included with every system purchase.

Rover X, with its enhanced range, unmatched portability, simplified 3-piece system layout and powerful touchscreen controller, is the simplest to operate system on the market and yet the most advanced at the same time. The new pendant captures a day's worth of MPEG video and JPEG still images, lets you enter observations, upload to WinCan via the cloud and USB, and connects via Rover-Link for remote diagnostics and firmware updates. In addition, RoverX offers a detachable remote-operated camera lift, three on-board cameras, and integrated sensor packages.

Rover X features include:

- State-of-the-art camera system with solid-state circuitry
- Open-standard Can-bus Communication protocol (software driven system ensures infinite upgrade ability)

- Utilizes reliable RAM drive with a capacity to hold 64 hours of video recording
- RC90X pan/tilt/zoom (120x zoom) camera with dual lasers (lasers can be calibrated for easy measurement of observations)
- 10 optical, 12 digital zoom, with 40 LED's with Lifetime Warranty and proportional control
- Rover X 6-wheel steerable crawler with inclination/pitch sensors and Sondra transmitter with on/off switch
- Auto-updating pendant controller uses CANbus with viewing, text generation, crawler control, camera control, cable reel control, digital video and still image recording, full digital output and auto reel with 1000' of cable
- VC500 pendant is 8" hand held color touch-screen monitor with 800 x 600 display resolution
- Report generating capability (exportable)
- Presets for viewing laterals or inspecting joints
- Video can be downloaded via USB flash drive or the cloud
- Twin multifunction joysticks with proportional control (crawler and camera)
- Automatic cable reel with 1000' of cable (1650' optional)
- Clutch
- Remote internet-based diagnostics, diagnostic services and firmware upgrades
- Built-in inspection menus with drop down menus for easy annotation, able to capture mpeg and jpeg
- Cruise control
- Integral rear-view camera
- Built-in Sonde with on/off
- Multiple wheel sets available for variety of pipe composition and sizes
- Pressurization sensor
- Roll sensor
- Infinite upgrade ability and expandability (readily accepts DigiSewer, Laser Profiler and SAT Lateral Launch)
- Auto populates WinCan v8 database software

One (1) New Envirosight Rover X System includes: VC500 pendant controller with desk-mount and US –Connector PC-VC, RCX90 camera, RX130 crawler with backeye camera, inclination, sonde, clutch, RAX300 cable reel with wireless remote and 300M of orange Gore cable. Additional accessories include emergency stop cable for reel, mounting frame for reel, lifting tool, 2" tiger tail, pressurization kit. Quick-change wheels system (**including 6 hubs, 6 small rubber wheels, 4 medium rubber wheels, 4 large rubber wheels and 2 climber wheels**). WinCan VX Entry License

New Envirosight Rover X System:	\$ 94,695.00
Medium Grease Wheels @ \$390.55 ea x 4	\$ 1,562.20
Medium Aggressive Wheels @ \$668.75 ea. x 4	\$ 2,675.00
XL Rubber Wheels @ \$625.95 ea. x 4	\$ 2,503.80

Vertical Aluminum Toolbox	\$ 2,306.00
Reel Extendable Swivel	\$ 2,063.00

Total Equipment Price is: \$105,805.00

Remove old equipment/Install new equipment into existing van	\$ 2,550.00
Freight of new system and training	\$ 2,200.00
<u>Less Trade in of Cues Equipment</u>	<u>\$<10,000.00</u>

Total invoice amount is: \$ 100,555.00

Freight, Delivery, and Lifetime Training for Operators and Mechanics Included
Pricing good for 15 days from date of proposal.

Thank you for your consideration of Key Equipment & Supply Co. and EnviroSight. If you have any questions, or would like additional information, please don't hesitate to contact me at 913-915-8709 or swilliams@keyequipment.com

Respectfully,

Steve Williams

Steve Williams
Territory Manager
Key Equipment & Supply Co.



*Sample photo

St. Louis Headquarters

Key Equipment & Quality Rents
13507 Northwest Industrial Drive
Bridgeton, MO 63044
800-325-4323

Kansas City Branch

Key Equipment & Quality Rents
6716 Berger Avenue
Kansas City, KS 66111
800-262-0149

Springfield Branch

Key Equipment & Quality Rents
1315 Ottis Street
Springfield, IL 62703
217-313-7408



Commission Action Report

Purchase of Mower for Parks Department

Title: Purchase of Mower for Parks Department
Agenda Date: May 24, 2023
Presented By: Kevin Hanlin, Director of Public Lands & Facilities

Background:

The Emporia Park System contains 320 acres that are maintained with five wide area mowers. In addition, these mowers are utilized to mow 25+ other locations that are either along the road right of way or City facilities. In the 2023 CIP, was planned spending to replace one of these mowing units. This is a necessary purchase because of the demand placed on the equipment and the condition of the unit.

Discussion:

Request for bids were received from the following three vendors:

1. Professional Turf Products: Toro with 132" cut at \$99,601; delivery unknown
2. Kansas Golf and Turf: Jacobsen with 137" cut at \$89,671; unit in stock
3. Prairieland Partners: John Deere with 128" cut at \$76,830; delivery in August

Financial considerations:

\$76,830 from General Fund.

Recommended action:

Approve the purchase of the John Deere with 128" cut from Prairieland Partners in the amount of \$76,830 to be paid from the General Fund.

Attachments:

Bids results

SELF-PROPELLED RIDING MOWER

This is not an order

SPECIFICATIONS:

Dealer's Name: Professional Turf Prodcuts Date: 3/12/23

The undersigned hereby agrees to sell to the City of Emporia, Kansas, the following, front mounted, multi deck design riding mower, according to the specifications listed and price quoted.

Make: Toro Model: Groundsmaster 4000-D

For your convenience in bidding the City has assembled a list of machines that meet the intent of the Purchaser. Vendors may bid any machine they wish, however, any deviation must be noted. Following is a list of machines used to create the specifications:

John Deere 1600 Groundsmaster 4000-D

NOTE: Vendors are expected to properly complete all specification lines as provided. Any deviation should be noted and explained. Failure to adequately complete specification sheet may disqualify bid. Designations such as check marks (/), "OK", and/or "Yes" will not be accepted.

<u>ITEM</u>	<u>MINIMUM REQUIRED SPECIFICATIONS</u>	<u>BID SPECIFICATIONS</u>
Engine	55 net HP, Water cooled diesel, with electric start. Air cleaner with pre cleaner.	See attached
Transmission	Hydrostatic drive, forward & reverse. 4-wheel drive. Specify if separate activation/deactivation is available on 4-wheel drive	See attached
Brakes	Hydrostatic and parking.	See attached
Cutting Width	127 inches minimum	132"
Cutting Height	1" to 5"	1"-5" (25-127 mm) in 0.5" (13 mm) increments
Cutter Blades	Seven high carbon steel, replaceable blades.	21.75" (55.2 cm) long, 2.5" (6.4 cm) wide, .25" (.64 cm) thick

Blade Engagement	Electronic engagement.	Electronic
Outboard Blade Drive	Hydraulic.	Hydraulic
Fuel Capacity	19 gallons	21 gallons
Seat	Adjustable Air-Ride Suspension Seat with arms.	Adjustable air ride seat with arms
Mower Deck	Steel plate, reinforced, welded.	Welded .100" (25 mm) steel with 7 and 10-gauge steel channel and plate reinforcements, bullnose bumpers

Price of Mower as Proposed.....\$ 99,600.27

NO TRADE-IN ON THIS PURCHASE

Company: Professional Turf Products

Prepared by: Derek Harrison

Address: 10935 Eicher Drive, Lenexa, KS 66219

Warranty: 2-Year Limited warranty

Comments: Thank you for the opportunity to quote!

Engine: Yanmar® 4-cylinder, liquid-cooled, turbo-charged diesel. 127 cu. in. (2.1 liter) displacement. Engine rated at 55 hp (41 kW) net and 125 ft.-lbs. (169 Nm) torque at 2,000 rpm. 8 quart (7.6 liter) oil capacity. EPA Tier IV Final and Stage V Compliant.

Transmission: Parallel hydrostatic, closed loop system with full-time 4WD. Forward/reverse in low (mow) and high (transport) range with full-time, automatic traction assist (forward only) standard on Groundsmaster 4000-D models. Variable displacement piston pump with electronic servo control powers dual speed displacement piston motor drive into double reduction planetary in front, and mechanical axle in rear. Smart Power[®] feature controls traction speed to maintain optimal cutting blade speed.

Brakes: Mechanically actuated, internal wet disc brakes on input to each planetary drive. Individual foot-operated steering brake control of left and right wheel. Lock pedals together and latch to engage parking brake

SELF-PROPELLED RIDING MOWER

This is not an order

SPECIFICATIONS:

Dealer's Name: Kansas Golf and Turf Date: 3/31/23

The undersigned hereby agrees to sell to the City of Emporia, Kansas, the following, front mounted, multi deck design riding mower, according to the specifications listed and price quoted.

Make: Jacobsen Model: HR600

For your convenience in bidding the City has assembled a list of machines that meet the intent of the Purchaser. Vendors may bid any machine they wish, however, any deviation must be noted. Following is a list of machines used to create the specifications:

John Deere 1600 Groundsmaster 4000-D

NOTE: Vendors are expected to properly complete all specification lines as provided. Any deviation should be noted and explained. Failure to adequately complete specification sheet may disqualify bid. Designations such as check marks (✓), "OK", and/or "Yes" will not be accepted.

<u>ITEM</u>	<u>MINIMUM REQUIRED SPECIFICATIONS</u>	<u>BID SPECIFICATIONS</u>
Engine	55 net HP, Water cooled diesel, with electric start. Air cleaner with pre cleaner.	<u>65.2 hp Kubota Turbodiesel</u>
Transmission	Hydrostatic drive, forward & reverse. 4-wheel drive. Specify if separate activation/deactivation is available on 4-wheel drive	<u>Hydrostatic closed loop parallel-cross-series SureTrac System.</u> <u>SureTrac 4WD</u>
Brakes	Hydrostatic and parking.	<u>Service brakes - hydrostatic</u> <u>Parking brake - Automatic wet parking brake integrated into wheel motors.</u>
Cutting Width	127 inches minimum	<u>137"</u>
Cutting Height	1" to 5"	<u>1"-4.75"</u>
Cutter Blades	Seven high carbon steel, replaceable blades.	<u>Boron Alloy Steel</u>

Blade Engagement	Electronic engagement.	<u>Yes - electronic rocker switch</u>
Outboard Blade Drive	Hydraulic.	<u>Direct drive hydraulic decks, 7 hydraulic motors to 7 blades, no belts.</u>
Fuel Capacity	19 gallons	<u>20.4 gallon capacity</u>
Seat	Adjustable Air-Ride Suspension Seat with arms.	<u>ISO mounted operator platform, Suspension seat.</u>
Mower Deck	Steel plate, reinforced, welded.	<u>Yes - high strength steel shell with reinforced guards.</u>

Price of Mower as Proposed.....\$ 89,671

NO TRADE-IN ON THIS PURCHASE

Company: Kansas Golf and Turf

Prepared by: Ryan Blew

Address: 5701 N. Chazy Drive Wichita, KS 67219

Warranty: 2 year mower warranty.

Comments: We currently have this unit in stock. After "in-stock" units are sold, the lead time is 18-24 months on new orders.

SELF-PROPELLED RIDING MOWER

This is not an order

SPECIFICATIONS:

Dealer's Name: PrairieLand Partners Date: 3-17-23

The undersigned hereby agrees to sell to the City of Emporia, Kansas, the following, front mounted, multi deck design riding mower, according to the specifications listed and price quoted.

Make: 1600 John Deere Model: 1600

For your convenience in bidding the City has assembled a list of machines that meet the intent of the Purchaser. Vendors may bid any machine they wish, however, any deviation must be noted. Following is a list of machines used to create the specifications:

John Deere 1600 Groundsmaster 4000-D

NOTE: Vendors are expected to properly complete all specification lines as provided. Any deviation should be noted and explained. Failure to adequately complete specification sheet may disqualify bid. Designations such as check marks (✓), "OK", and/or "Yes" will not be accepted.

<u>ITEM</u>	<u>MINIMUM REQUIRED SPECIFICATIONS</u>	<u>BID SPECIFICATIONS</u>
Engine	55 net HP, Water cooled diesel, with electric start. Air cleaner with pre cleaner.	<u>600 HP</u>
Transmission	Hydrostatic drive, forward & reverse. 4-wheel drive. Specify if separate activation/deactivation is available on 4-wheel drive	<u>Zero turn</u>
Brakes	Hydrostatic and parking.	<u>Yes</u>
Cutting Width	127 inches minimum	<u>128</u>
Cutting Height	1" to 5"	<u>Yes</u>
Cutter Blades	Seven high carbon steel, replaceable blades.	<u>Yes</u>

Blade Engagement	Electronic engagement.	<u>Yes</u>
Outboard Blade Drive	Hydraulic.	<u>Yes</u>
Fuel Capacity	19 gallons	<u>Yes</u>
Seat	Adjustable Air-Ride Suspension Seat with arms.	<u>Yes</u>
Mower Deck	Steel plate, reinforced, welded.	<u>Yes</u>

Price of Mower as Proposed.....\$ 76830

NO TRADE-IN ON THIS PURCHASE

Company: PrairieLand Partners
 Prepared by: Kelly Maxfield
 Address: 1744 Rd F

Warranty:

Comments:



Commission Action Report

Financials & Permits

Title: Financials & Permits
Agenda Date: May 24, 2023
Presented By: Trey Cocking, City Manager

Background:

This is a time for the City Manager to make comments and reports to the Public.

The following is general information for the month of April 2023 for the community:

Monthly Local Retail Sales Tax Receipts Update

	2022	2023	Increase of \$35,945.41 for the month, and
	\$ 433,010.86	\$ 468,956.27	Overall increase of 12.19% from year 2022.
YTD	\$1,894,773.05	\$2,125,821.55	

City Share from County Tax

	2022	2023	Increase of \$26,327.68 for the month, and
	\$ 216,670.32	\$ 242,998.00	Overall increase of 14.43% from year 2022.
YTD	\$ 970,728.27	\$1,110,836.02	

Building Permits issued from 4/1/2023 to 4/30/2023 for new construction, remodeling/repairs, and demolition.

Total number of building permits issued through Code Services:	82
Total of valuations associated with those building permits:	\$ 3,716,985.00
Total number of dollars collected for Building Permit Fees:	\$ 18,930.75
Construct – Single-family dwellings	0
Demo – Single-family dwellings	0

Flint Hills Mall CID for April 2023	\$14,737.44
YTD	\$74,439.52

Pavilions CID for April 2023	\$ 8,842.93
YTD	\$31,513.94



DATE: May10, 2023
TO: City Commissioners
FROM: Janet Harrouff
SUBJECT: Budget Comparison

The **General Fund** Income Statement for the four-month period ended April 30, 2023, has been reviewed and the significant budget variations have been explained below.

Revenue:

Ad Valorem Tax: \$299,982 higher than YTD budget

Sales Tax: \$472,8974 lower than YTD Budget due to sales tax not received until May 2 from the state.

Franchise tax: \$178,960 higher than YTD Budget

Electric - \$7,768 higher

Gas - \$173,628 higher

Cablevision - \$469 lower

Expense

Other Charges: \$240,548 under YTD budget due to insurance premium not paid until May.

Capital Outlay: \$272,682 under YTD budget due to not purchasing items yet.

Transfer to Project accounts: \$2,047,100 over YTD budget due to moving reserves to future projects fund.

Total revenues for the four-month period ended April 30, 2023, were \$203,218 over the YTD budget while expenses were \$1,123,892 over the YTD Budget. Therefore, the General Fund experienced operating results of \$920,674 less favorable than the YTD Budget.

I have reviewed the **Water Fund** Income Statement for the four-month period ended April 30, 2023. The significant budget variations have been explained below.

Revenue

Sale of Water: \$80,470 over YTD budget.

Expense

Maintenance & Repair: \$381,714 over YTD budget

Equipment - \$156,288 higher

Main to Meter - \$87,305 higher

Water Main - \$129,344 higher

Streets - \$57,614 higher

Pumping equipment - \$42,534 lower

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

Total revenues for the four-month period ended April 30, 2023, were \$115,437 over the YTD budget while expenses were \$405,028 lower the YTD Budget. Therefore, the Water Fund experienced operating results of \$520,465 more favorable than the YTD Budget.

I have reviewed the **Wastewater Fund** Income Statement for the four-month period ended April 30, 2023. The significant budget variations have been explained below.

Revenue:

Sewer Charges: \$59,083 higher than YTD budget

Grant money: \$1,164,370

Received \$1,164,370 for S Arundel Sewer main FEMA project

Non Operating revenue: \$559,267

CDBG money for Lift Station #2

Expenses

Maintenance & Repair: \$279,543 higher than YTD Budget

Equipment - \$97,003 higher

Sewer Mains - \$166,294 higher

Buildings & Structures - \$17,832 higher

Capital Outlay: \$425,671 lower than YTD budget due to not purchasing items yet.

Total revenues for the four-month period ended April 30, 2023, were \$1,805,130 higher the YTD budget while expenses were \$1,332,404 higher the YTD Budget. Therefore, the Wastewater Fund experienced operating results of \$472,726 more favorable than the YTD Budget.

I have reviewed the **Solid Waste Fund** Income Statement for the four-month period ended April 30, 2023. The significant budget variations have been explained below.

Revenue

Collection fees: \$11,217 higher than YTD budget

Rolloff: \$15,706 higher than YTD budget

Expenses

Capital Outlay \$682,700 lower than YTD budget due to items not purchased yet.

Total revenues for the four-month period ended April 30, 2023, were \$23,542 higher than YTD budget while expenses were \$815,819 lower than the YTD Budget. Therefore, the Solid Waste Fund experienced operating results of \$839,361 more favorable than the YTD Budget.

GENERAL FUND

as of April 30, 2023

GENERAL FUND

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan - April 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	3,025,000	3,324,982	(299,982)
Sales Tax	7,676,241	8,992,800	2,997,600	2,524,703	472,897
Franchise Tax	3,041,958	2,814,536	938,176	1,117,136	(178,960)
Other Taxes	2,063,459	731,188	79,000	142,251	(63,251)
Intergovernmental Taxes	313,974	333,006	98,952	125,561	(26,609)
Licenses & Permits	385,058	267,950	79,556	119,041	(39,485)
Charges for Services	2,123,416	2,105,903	727,208	729,500	(2,292)
Fines & Fees	434,395	542,300	180,448	152,829	27,619
Use of Property and Money	207,861	161,996	50,596	114,681	(64,085)
Reimbursements	(251,411)	155,756	51,892	68,309	(16,417)
Misc. Rev. - Administrative Transfers	2,772,472	2,591,938	863,960	870,705	(6,745)
Transfer from Solid Waste Fund	0	0	0	0	0
Transfer from Health Insurance Fund		0			0
Operating Revenues	190	200	64	30	34
Nonoperating Revenues	51,743	0		5,941	(5,941)
TOTAL RECEIPTS	23,932,253	24,333,777	9,092,452	9,295,670	(203,218)
EXPENDITURES					
Personnel Services	13,406,587	14,681,310	4,518,296	4,415,305	102,991
Vacancy Rate		(280,252)	0		0
Maintenance & Repair	735,874	1,022,467	338,044	437,542	(99,498)
Commodities	1,562,917	1,762,750	593,780	508,465	85,315
Other Charges	246,777	846,818	331,488	90,940	240,548
Capital Outlay	172,847	319,106	319,106	46,424	272,682
Debt Reduction		0			0
Stock	0	0	0	0	0
Transfer to Industrial Development Sales Tax	925,000	925,000	308,332	231,250	77,082
Transfer to Multi Year Fund	3,114,307	3,060,000	1,020,000	867,838	152,162
Transfer to Project accounts	612,833	40,000	0	2,047,100	(2,047,100)
Transfer to Equipment Reserve	260,000	264,500	304,500	304,500	0
Utilities	522,093	554,250	184,696	179,269	5,427
Communications	104,507	129,500	43,080	41,183	1,897
Training and Travel	201,605	214,750	71,552	59,042	12,510
Jail Expenses	67,520	80,000	26,664	26,150	514
Other Contractual	942,353	1,038,950	346,576	274,998	71,578
Excess Carryover		3,165,514	0		0
Outstanding PO's	0				
TOTAL EXPENDITURES	22,875,220	27,824,663	8,406,114	9,530,006	(1,123,892)
Revenue less expenses	1,057,033	(3,490,886)	686,338	(234,336)	920,674
Cash Basis Adjustments/Non-appropriated Balance	152,458	0	0	142,074	
Ending Cash Balance	5,744,854	1,028,209	5,201,571	5,652,592	
Base for Reserve calculation	17,790,233	23,216,057	6,454,176	6,032,894	
15% Reserve	2,668,535	3,482,409	968,126	904,934	
Amount over 15% Reserve	3,076,319	(2,454,200)	4,233,445	4,747,658	

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	\$9,400	72" zero turn (2000)

Multi Year Fund

as of April 30, 2023

		Purchase Order	Expenses	Actual	2023 Budget/estimated	2023 Budget/estimated
REVENUE						
	Beginning unencumbered balance			3,060,010.61		3,060,010.61
	Sales Tax Proceeds from General Fund			867,838.02		3,060,000.00
	Interest			30,809.03		5,000.00
	Outstanding PO's			324,358.00		-
	KDOT reimbursement - CCLIP			300,000.00		300,000.00
	Accounts Receivable			500.00		
Total Revenue				1,523,505.05		3,365,000.00
	102-0101-400.0505					400,000.00
	102-0101-400.0505					50,000.00
	102-0101-400.0505					100,000.00
	102-0101-400.0265					100,000.00
SW1903	102-0101-400.0265					14,388.05
	102-0201-400.0502					30,000.00
FS2201	102-0301-400.0502					12,000.00
	102-0601-400.0257	46,936.13	3,101.03	50,037.16		100,000.00
PK2101	102-0601-400.1516		850.31	850.31		754,934.60
	102-0601-400.1516					55,000.00
	102-0601-400.1516					25,000.00
SK2201	102-0601-400.1516		1,490.85	1,490.85		145,241.61
SK2301	102-0601-400.1516		1,710.72	1,710.72		100,000.00
	102-0601-400.1516					70,000.00
	102-0601-400.1516					100,000.00
PV2201	102-0601-400.1516		107.20	107.20		-
PV2301	102-0601-400.1516		493.49	493.49		299,967.84
PV2302	102-0601-400.1516		6,520.41	6,520.41		860,000.00
	102-0601-400.1516					-
	102-0601-400.1516					100,000.00
	102-0601-400.1516					80,000.00
PV2206	102-0601-400.0505	26,312.70		26,312.70		26,347.70
PV2303	102-0601-400.0505	93,600.00	18.61	93,618.61		200,000.00
TS2201	102-0601-400.0505	50,343.85	18,733.86	69,077.71		20,817.75
	102-0601-400.1516		170,152.76	170,152.76		170,152.76
GC2301	102-0701-400.0505	425,979.00	2,000.00	427,979.00		429,962.00
PK2103	102-0801-400.0505		5,881.60	5,881.60		8,000.00
	102-0803-400.0505					20,000.00
ZO2101	102-0806-400.0502					3,518.00
ZO2102	102-0806-400.0502		130,196.72	130,196.72		158,913.64
	102-0806-400.0505		432.00	432.00		60,000.00
	102-0806-400.0502					50,000.00
	102-0806-400.0502					54,000.00
ZO2201	102-0806-400.0505	18,803.60	6,825.50	25,629.10		26,000.00
	102-0806-400.0505					120,000.00
	101-0806-400.0505					78,000.00
CV2207	102-0901-400.0505		10,316.00	10,316.00		12,000.00
	102-0901-400.0502					60,000.00
	102-0901-400.0502					81,000.00
CV2206	102-0901-400.0502	0.00		0.00		25,000.00
	102-0901-400.0502					50,000.00
	102-0901-400.0502					110,000.00
	102-0901-400.0502					85,000.00
	102-0901-400.0502					30,000.00
	102-0901-400.0502					400,000.00
CV2205	102-0901-400.0502	10,280.13		10,280.13		27,090.00
CV2204	102-0901-400.0502					25,000.00
	102-0901-400.0502					26,000.00
CV2202	102-0901-400.0502	53,050.00		53,050.00		121,950.00
	102-0902-400.0502					60,000.00
LB2201	102-0902-400.0505					120,000.00
LB2202	102-0902-400.0505	4,884.86		4,884.86		10,000.00
	102-0902-400.0502					30,000.00
	102-1401-400.0502					60,000.00
EXPENDITURES		730,190.27	358,831.06	1,089,021.33		6,155,283.95
Ending Unencumbered Cash balance				3,494,494.33		269,726.66
2023 budgeted projects				3,494,494.33		-

Insurance Reserve

as of April 30, 2023

	Preceding Year 2022 (Actual)	2023 Original Budget	2023 Jan - April 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		\$3,894	(\$3,894)
TOTAL RECEIPTS	\$500,000	\$0	\$0	\$3,894	(\$3,894)
EXPENDITURES					
Maintenance & Repair		\$0			\$0
Misc Projects		\$0			
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0
Ending Cash Balance	\$500,000	\$0	\$500,000	\$503,894	(\$3,894)

Vacant Property Program

as of April 30, 2023

	Preceding Year 2022 (Actual)	2023 Original Budget	2023 Jan - April Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	\$0	\$0	\$200,000	\$200,000	\$0
REVENUE					
Transfer from ARPA funds	\$200,000	\$0	\$0	\$0	\$0
Interest		\$0		\$1,374	(\$1,374)
TOTAL RECEIPTS	\$200,000	\$0	\$0	\$1,374	(\$1,374)
EXPENDITURES					
Maintenance & Repair		\$0			\$0
Misc Projects		\$0			
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$0
Ending Cash Balance	\$200,000	\$0	\$200,000	\$201,374	(\$1,374)

City of Emporia, Kansas

Library Fund

as of April 30, 2023

	Preceding Year 2022 (Actual)	2023 Original Budget	2023 Jan - April 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	\$508,500	\$567,390	(\$58,890)
Back Tax Collection	\$21,052	\$15,000	\$7,500	\$9,719	(\$2,219)
Motor Vehicle Tax	\$90,694	\$98,842	\$16,000	\$20,343	(\$4,343)
Recreational Vehicle Tax	\$1,113	\$1,073	\$400	\$149	\$251
AdValorem Tax Reduction	(\$9,766)	(\$9,500)	(\$4,750)	(\$4,265)	(\$485)
General Fund Contribution		\$0			\$0
TOTAL RECEIPTS	\$999,198	\$1,083,054	\$527,650	\$593,336	(\$65,686)
EXPENDITURES					
Insurance Refund		\$0			\$0
Misc Projects		\$0			
Appropriation	\$999,198	\$1,083,054	\$527,650	\$593,336	(\$65,686)
TOTAL EXPENDITURES	\$999,198	\$1,083,054	\$527,650	\$593,336	(\$65,686)
Ending Cash Balance	\$0	\$0	\$0	\$0	\$0

Convention & Tourism Fund

as of April 30, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan - April Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	\$649,121	\$787,753	\$787,753	\$810,801	\$0
REVENUE					
Transient Guest Tax	\$771,864	\$700,000	\$360,000	\$388,789	(\$28,789)
Interest on Investment	\$4,093	\$750	\$248	\$5,544	(\$5,296)
Fence rental	\$7,999	\$6,000	\$1,000	\$1,046	(\$46)
Return of amount over allowed reserve	\$50,630				\$0
Repayment of extra funds - Chamber				\$0	\$0
Accounts Receivable - fence rental	\$12,368			(\$610)	\$610
TOTAL RECEIPTS	\$846,954	\$706,750	\$361,248	\$394,769	(\$33,521)
EXPENDITURES					
CVB Appropriation	\$365,000	\$385,000	\$295,000	\$385,000	(\$90,000)
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	\$100,000	\$100,000	\$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	\$25,000	\$25,000	\$0
Junior World Event		\$0			\$0
PDGA Professional Disc Golf World	\$20,000	\$0	\$0		\$0
Municipal Band Appropriation		\$0			\$0
ESU Foundation - Welch Stadium Imp		\$0			\$0
Free for Kansas - Music event	\$20,000	\$20,000	\$0		\$0
Dynamic Discs - Jones course improvement	\$55,529				\$0
Hammond Park Crossings				\$21,507	(\$21,507)
Miscellaneous	\$10,995	\$0			\$0
Special Projects		\$822,002	\$0		\$0
Outstanding PO's	\$0			\$0	\$0
TOTAL EXPENDITURES	\$685,274	\$1,494,502	\$470,000	\$581,507	(\$111,507)
Ending Cash Balance	\$810,801	\$1	\$679,001	\$624,063	\$77,986
Transient Guest Tax Receipts					
1ST QUARTER-JANUARY	2019	2020	2021	2022	2023
2ND QUARTER-APRIL	\$172,538.00	\$193,559.51	\$105,764.76	\$184,682.75	\$217,964.96
3RD QUARTER-JULY	\$125,683.39	\$132,542.30	\$135,567.13	\$143,987.80	\$170,824.51
4TH QUARTER-OCTOBER	\$207,494.60	\$80,649.41	\$192,642.58	\$223,905.58	\$0.00
TOTAL	\$713,538.10	\$558,700.30	\$634,077.46	\$771,864.27	\$388,789.47

City of Emporia, Kansas

Industrial Fund

as of April 30, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan - April 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	672	(172)
Back Tax Collections	26	21	13	12	1
Motor Vehicle Tax	111	110	40	25	15
Ad Valorem Tax Reduction	(12)	(16)	(8)	(5)	(3)
Interest on Investment	124	25	8	171	(163)
Miscellaneous					
TOTAL RECEIPTS	1,326	1,140	553	874	(321)
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	19,363	22,124	(1,410)

Industrial Development Sales Tax

as of April 30, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan - April 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	\$308,332	\$231,250	\$77,082
Interest Income	\$5,240	\$250	\$80	\$8,439	(\$8,359)
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	\$308,412	\$239,689	\$68,723
Expense:					
Appropriation to the RDA	\$350,000	\$350,000	\$87,500	\$87,500	\$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		\$85,963	(\$85,963)
Transfer to B&I water proj	\$350,000	\$350,000	\$350,000	\$350,000	\$0
Soden Rd water main ext	\$0	\$0	\$0	\$60,000	(\$60,000)
Water Valves					\$0
Special Projects	\$120,941	\$637,578	\$0	\$0	\$0
Total Expenses	\$853,441	\$1,372,578	\$437,500	\$583,463	(\$145,963)
Ending Cash Balance	\$1,423,879	\$0	\$124,014	\$1,080,105	\$214,686

City of Emporia, Kansas

Special Alcohol Fund

as of April 30, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan - April 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	22,500	25,546	(3,046)
Interest on Investment	565	75	24	761	(737)
TOTAL RECEIPTS	100,608	90,075	22,524	26,307	(3,783)
EXPENDITURES					
Appropriations	86,750	97,200	29,700	29,700	0
Special Projects		75,539	0		0
TOTAL EXPENDITURES	86,750	172,739	29,700	29,700	0
Ending Cash Balance	103,198	0	70,791	99,805	(3,783)

	Receive in 2019	Receive in 2020	Receive in 2021	Receive in 2022	Receive in 2023
Appropriations					
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 USD #253	\$6,500.00	\$0.00	\$0.00		
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	\$25,545.76
2ND QUARTER - JUNE	\$22,937.76	\$21,611.91	\$18,634.04	\$22,129.19	\$0.00
3RD QUARTER - SEPTEMBER	\$26,000.31	\$7,881.01	\$25,844.73	\$28,544.72	\$0.00
4TH QUARTER - DECEMBER	\$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	\$25,545.76

City of Emporia, Kansas

Special Park Fund

as of April 30, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan - April 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	\$22,500	\$25,546	(\$3,046)
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	\$48	\$766	(\$718)
TOTAL RECEIPTS	\$100,641	\$90,150	\$22,548	\$26,311	(\$3,763)
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	\$84,782	\$41,814	(\$5,904)

Receipts	2019	2020	2021	2022	2023
1ST QUARTER - MARCH	\$26,806.24	\$22,675.47	\$17,214.77	\$23,976.10	\$25,545.75
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	\$25,545.75

Capital Items	Budget Amount	Purchase Price
Park	\$70,000.00	\$0.00
	70,000.00	0.00

11 Foot Rotary Mower (2012)

City of Emporia, Kansas

Special Street Fund

as of April 30, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan - April 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	335,000	316,942	18,058
Special City-County Tax	77,404	74,826	18,706	19,861	(1,155)
Damages	23,089	5,000	1,664	13,285	(11,621)
Interest on Investment	2,490	500	164	2,599	(2,435)
Transfer of Funds		0			0
Sale of Salvage	33			0	0
Miscellaneous	4,497	0		41,580	(41,580)
TOTAL RECEIPTS	763,350	750,326	355,534	394,267	(38,733)
EXPENDITURES					
Personnel Services	636,316	595,926	183,448	201,301	(17,853)
Vacancy		(11,477)			0
Maintenance & Repair	103,127	89,240	29,728	86,161	(56,433)
Commodities	117,347	145,450	48,464	45,053	3,411
Other Charges	38,629	47,100	27,348	14,999	12,349
Capital Outlay	14,875	0		0	0
Transfer of Funds	0	0		0	0
Utilities	27,951	30,550	10,180	11,161	(981)
Communications	1,464	2,350	776	577	199
Training & Travel	8,784	7,500	2,496	6,470	(3,974)
Contractual Services	43,212	42,300	11,692	7,178	4,514
Special Projects	0	146,709	0	0	0
Audit Adjustments	(80)			(4,385)	4,385
Outstanding PO's	0			0	0
TOTAL EXPENDITURES	991,625	1,095,648	314,132	368,516	(54,384)
Net Change in Cash	(228,275)	(345,322)	41,402	25,752	
Ending Cash Balance	289,185	1	537,608	314,937	
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	\$149,529.56
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	\$316,942.24

Capital Item **Budget Amount** **Purchase Price**

City of Emporia, Kansas

Drug Forfeiture Fund

as of April 30, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan - April 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	\$1,248	\$0	1,248
Interest on Investment	\$487	\$50	\$16	\$631	(615)
Miscellaneous					
TOTAL RECEIPTS	\$53,137	\$5,050	\$1,264	\$631	633
EXPENDITURES					
Commodities	\$23,264	\$5,000	\$1,664	\$3,180	(1,516)
Capital Outlay		\$0			-
Communications	\$0	\$0		\$0	-
Other Charges				\$23,155	(23,155)
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	\$1,664	\$26,335	(24,671)
Ending Cash Balance	\$83,820	\$0	\$71,927	\$58,116	

City of Emporia, Kansas

Storm Water

as of April 30, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan - April 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	\$2,018	(2,018)
Miscellaneous					
TOTAL RECEIPTS	\$259,179	\$0	\$0	\$2,018	(2,018)
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	\$261,197	

City of Emporia, Kansas
Land Bank
as of April 30, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan - April Budget	2023 YTD Actual	Difference b/w YTD Budget & YTD Actual
Beginning Cash Balance	\$16,888	\$0	\$0	\$59,845	
REVENUE					
Transfer from Multi Year	\$50,000	\$50,000	\$0	\$0	-
Interest on Investment	\$385	\$20	\$4	\$572	(568)
Sale of Property	\$9,830			\$13,571	
TOTAL RECEIPTS	\$60,215	\$50,020	\$4	\$14,143	(568)
EXPENDITURES					
Commodities	\$0	\$0	\$0	\$0	-
Capital Outlay		\$0			-
Communications	\$0	\$0		\$0	-
Other Charges	\$9,103	\$500	\$164		164
Purchase of Property	\$8,117	\$20,000	\$6,664		
Communications	\$38	\$1,000	\$332	\$11	321
Other Contractual Services		\$96,094	\$17,496		17,496
Maintenance & Repair	\$0	\$0	\$0	\$0	-
Outstanding PO's	\$0			\$0	
Special Projects		\$0	\$0		
TOTAL EXPENDITURES	\$17,258	\$117,594	\$24,656	\$11	17,981
Ending Cash Balance	\$59,845	-\$67,574	-\$24,652	\$73,976	

City of Emporia, Kansas

Bond & Interest Fund

as of April 30, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan - April 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	\$1,040,000	\$1,135,788	(95,788)
Back Tax Collection	\$42,618	\$40,000	\$20,000	\$19,585	415
Special Assessments	\$82,354	\$78,252	\$40,000	\$40,188	(188)
Motor Vehicle Tax	\$184,027	\$200,054	\$61,000	\$41,024	19,976
Ad Valorem Tax Reduction	-\$19,552	-\$20,000	-\$10,000	-\$8,538	(1,462)
Interest on Investment	\$11,808	\$951	\$316	\$24,299	(23,983)
Recreation Center - Pool renovation		\$0			0
Recreation Center - Office/Locker Remodel		\$0			0
Recreation Center - Ball Diamond Improvemen	\$47,700	\$46,350	\$1,200	\$675	525
Recreation Center - Fitness Room	\$50,960	\$51,200	\$2,500	\$2,600	(100)
Industrial Land Payment - Ind Sales Tax		\$0		\$85,963	(85,963)
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	\$1,155,016	\$1,341,583	
EXPENDITURES					
Principal	\$1,440,000	\$1,891,000	\$0	\$0	0
Interest Coupons	\$204,500	\$154,050	\$0	\$132,092	(132,092)
Transfer of funds	\$3,666,943			\$0	
Misc projects		\$2,167,553	\$0		
TOTAL EXPENDITURES	\$5,311,443	\$4,212,603	\$0	\$132,092	(132,092)
Ending Cash Balance	\$1,986,995	\$702	\$2,483,371	\$3,196,486	

Equipment Reserve Fund

as of April 30, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan - April 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	\$417,000	\$309,500	107,500
Interest on Investment	\$0	\$0	\$0	\$9,187	(9,187)
Sale of Vehicles				\$49,590	
TOTAL RECEIPTS	\$1,104,627	\$417,000	\$417,000	\$368,277	98,313
EXPENDITURES					
Leasing Payment		\$751,000	\$317,529	\$37,116	280,413
Outstanding PO's	\$770,627			\$0	
Special Projects		\$0	\$0		
TOTAL EXPENDITURES	\$770,627	\$751,000	\$317,529	\$37,116	280,413
Ending Cash Balance	\$334,000	\$0	\$433,471	\$665,161	

City of Emporia, Kansas
Water Fund

as of April 30, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan - April 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	2,040,000	2,120,470	(80,470)
Service Charge	103,029	100,000	33,332	30,370	2,962
Penalties	93,424	95,000	31,664	29,241	2,423
Sale of Salvage		0		0	0
Reimbursed Expense	7,827	2,000	912	17,383	(16,471)
Interest on Investment	20,504	6,000	2,000	24,740	(22,740)
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	332	1,473	(1,141)
TOTAL RECEIPTS	11,546,227	7,148,712	2,458,240	2,573,677	(115,437)
EXPENDITURES					
Personnel Services	1,050,745	1,109,627	341,200	347,660	(6,460)
Vacancy		(21,507)	0		0
Maintenance & Repair	1,178,812	765,050	250,328	632,042	(381,714)
Commodities	1,441,786	1,234,350	411,412	424,921	(13,509)
Other Charges	268,470	246,320	114,076	62,834	51,242
Capital Outlay	119,123	630,000	630,000	0	630,000
Debt Payment	1,496,757	2,060,289	2,041,360	2,041,360	0
Stock	49,206	5,000	1,664	2,235	(571)
Transfer to Project Account	4,102,675	45,000	15,000	46,500	(31,500)
Utilities	718,905	578,600	192,856	211,704	(18,848)
Communications	28,025	44,900	14,952	10,879	4,073
Travel & Training	15,702	14,250	4,740	11,572	(6,832)
Contractual Services	838,471	675,800	303,916	265,615	38,301
Administrative Fee 16%	1,131,081	1,086,178	362,056	348,813	13,243
Excess Carryover		1,000,000			
Change in Liabilities	(191,187)	0		(127,603)	127,603
Outstanding PO's	0				
TOTAL EXPENDITURES	12,248,571	9,473,857	4,683,560	4,278,532	405,028
NET CHANGE IN CASH	(702,344)	(2,325,145)	(2,225,320)	(1,704,855)	(520,465)
ENDING CASH BALANCE	2,544,564	535,023	(549,308)	839,709	
Principal Bond Payments	(1,210,000)	(1,837,900)	(1,837,900)	(1,837,900)	
Depreciation	1,313,352	1,450,000	483,328	500,298	
Capitalized Assets	(3,516,676)	(630,000)	0	0	
Liabilities					
ADJUSTMENTS	(3,413,324)	(1,017,900)	(1,354,572)	(1,337,602)	
Base for reserve calculation	8,026,773	8,843,857	4,038,560	4,232,032	
20% reserve amount	1,605,355	1,768,771	807,712	846,406	
Amount over 20% reserve	939,209	(1,233,748)	(1,357,020)	(6,697)	

Wastewater Fund

as of April 30, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan - April 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	1,966,664	2,025,747	(59,083)
Extra Strength Surcharge	159,751	111,900	37,296	42,721	(5,425)
Interest on Investment	13,582	3,000	1,000	19,143	(18,143)
New System taps	200	1,000	332	2,400	827
Loss on sales of assets	0			0	
Grant money	0	0		1,164,370	(1,164,370)
Sale of Bonds	1,430,000	0	0	0	0
Non Operating Revenue	138,935			559,267	(559,267)
Miscellaneous	148,325	1,000	332	0	332
TOTAL RECEIPTS	8,017,424	6,016,900	2,005,624	3,813,648	(1,805,130)
EXPENDITURES					
Personnel Services	1,058,591	1,106,158	340,464	369,306	(28,842)
Vacancy	0	(19,806)		0	0
Maintenance & Repair	813,474	385,250	119,064	398,607	(279,543)
Commodities	424,293	259,250	77,392	103,931	(26,539)
Other Charges	170,406	185,850	112,248	21,998	90,250
Capital Outlay	512,842	493,000	493,000	67,329	425,671
Debt Payment	2,681,379	2,881,585	2,615,038	2,624,110	(9,072)
Transfer to Project fund	1,602,732	0	0	1,449,702	(1,449,702)
Utilities	615,809	522,500	174,156	201,606	(27,450)
Communications	21,505	29,600	9,848	8,392	1,456
Travel & Training	13,845	5,500	1,824	8,768	(6,944)
Contractual Services	381,317	232,550	74,500	100,008	(25,508)
Administrative Fee flat	610,000	610,000	203,332	203,333	(1)
Excess Carryover		1,000,000	0		
Change in Liabilities	(524,356)	0		(3,819)	3,819
Outstanding PO's	0				
TOTAL EXPENDITURES	8,381,837	7,691,437	4,220,866	5,553,270	(1,332,404)
NET CHANGE IN CASH	(364,413)	(1,674,537)	(2,215,242)	(1,739,622)	(472,726)
ENDING CASH BALANCE	1,986,891	559,576	(205,136)	247,269	
<hr/>					
Depreciation	1,910,079	2,125,205	708,396	700,712	
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)	(1,621,196)	(1,628,880)	
Base for reserve calculation	6,266,263	7,198,437	3,727,866	4,036,240	
20% Cash Reserve amount	1,253,253	1,439,687	745,573	807,248	
Amount over 20% Cash Reserve	733,638	(880,111)	(950,709)	(559,979)	

Solid Waste Fund

as of April 30, 2023

	Preceding Year 2022 (Actual)	2023 Budget	2023 Jan - April 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	988,292	999,509	(11,217)
Loss on Sale of Assets		0			0
Interest on Investments	26,458	4,200	1,400	29,934	(28,534)
Trf from Health Ins - Premiums		0			0
Resale of Recyclables	201,913	175,000	58,332	21,232	37,101
Box Container Fees	2,063,528	1,920,000	639,996	655,702	(15,706)
Landfill Fees	562,540	508,000	169,328	174,337	(5,009)
Transfers		0			0
Miscellaneous	23,247	4,800	164	341	(177)
TOTAL RECEIPTS	5,848,780	5,576,876	1,857,512	1,881,054	(23,542)
EXPENDITURES					
Personnel Services	2,023,281	2,109,909	649,880	653,170	(3,290)
Vacancy		(40,995)			0
Maintenance & Repair	351,646	300,000	93,812	173,740	(79,928)
Commodities	360,177	482,900	158,920	105,000	53,920
Other Charges	137,731	183,930	74,252	57,725	16,527
Capital Outlay	72,612	685,000	685,000	2,300	682,700
Transfer to Equipment Reserve	770,627			0	0
Utilities	50,501	54,550	18,172	26,620	(8,448)
Communications	41,954	49,700	16,544	12,193	4,351
Transfer to project	44,000	0			0
Travel & Training	7,606	8,750	2,908	1,355	1,553
Contractual Services	1,626,387	1,720,900	573,404	490,480	82,924
Administrative Fee 16%	895,433	862,860	287,620	292,728	(5,108)
Excess Carryover		2,000,000	0		
Change in Liabilities	(86,508)	0		(70,618)	70,618
Outstanding PO's	0				
TOTAL EXPENDITURES	6,295,447	8,417,504	2,560,512	1,744,693	815,819
NET CHANGE IN CASH	(446,667)	(2,840,628)	(703,000)	136,361	(839,361)
ENDING CASH BALANCE	3,555,447	639,104	1,738,855	3,691,808	
ADJUSTMENTS					
Principal Payments	0	0	0	0	
Depreciation	292,242	45,000	148,328	124,542	
Capitalized Assets	(6,433)	(685,000)	0	(224,585)	
Change in Liabilities		0			
ADJUSTMENTS	285,809	(640,000)	148,328	(100,043)	
Base for reserve calculation	6,222,835	7,732,504	1,875,512	1,742,393	
20% cash reserve amount	1,244,567	1,546,501	375,102	348,479	
Amount over 20% Cash Reserv	2,310,880	(907,397)	1,363,752	3,343,329	

CITY OF EMPORIA
ACTUAL COMPARED TO BUDGET
as of April 30, 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
						7,459,620	5,844,982	
COMMISSION/MANAGER/CLERK	1,188,803	2,346,392.26	(1,157,589)	197%	5.03%	375,294	294,062	(2,052,331)
FINANCE/HUMAN RESOURCES	433,166	142,270.14	290,896	33%	1.83%	136,747	107,148	(35,122)
INFORMATION SYSTEMS	352,980	157,857.95	195,122	45%	1.49%	111,433	87,313	(70,545)
POLICE PROTECTION	4,619,803	1,580,058.80	3,039,744	34%	19.55%	1,458,429	1,142,752	(437,307)
ANIMAL CONTROL	242,734	51,983.79	190,750	21%	1.03%	76,629	60,043	8,059
FIRE PROTECTION	3,067,744	917,875.31	2,149,869	30%	12.98%	968,459	758,835	(159,040)
AMBULANCE SERVICE	3,587,447	907,736.59	2,679,710	25%	15.18%	1,132,524	887,389	(20,348)
CODE SERVICES	920,456	320,046.28	600,410	35%	3.90%	290,579	227,683	(92,363)
COURT SERVICES	598,993.00	177,328.85	421,664	30%	2.53%	189,097	148,167	(29,162)
ENGINEERING	553,513.00	167,749.34	385,764	30%	2.34%	174,739	136,917	(30,833)
SNOW REMOVAL	60,000.00	12,440.40	47,560	21%	0.25%	18,941	14,842	2,401
GOLF COURSE MAINTENANCE	506,649.00	119,584.64	387,064	24%	2.14%	159,944	125,324	5,740
GOLF SHOP	350,351.00	114,448.11	235,903	33%	1.48%	110,603	86,663	(27,786)
PARK	1,006,350.00	306,130.60	700,219	30%	4.26%	317,695	248,930	(57,200)
AQUATIC CENTER	187,450.00	114,791.58	72,658	61%	0.79%	59,176	46,368	(68,424)
ZOO	710,679.00	202,678.15	508,001	29%	3.01%	224,355	175,793	(26,885)
CIVIC BUILDING OPERATIONS	817,788.00	236,098.66	581,689	29%	3.46%	258,168	202,288	(33,811)
LIBRARY MAINTENANCE	67,329.00	36,522.73	30,806	54%	0.28%	21,255	16,654	(19,868)
GROUND MAINTENANCE	104,820.00	17,517.52	87,302	17%	0.44%	0	25,928	8,411
CONCESSION STAND	80,363.00	53,841.61	26,521	67%	0.34%	25,370	19,879	(33,963)
SHOP MAINTENANCE	136,071.00	8,243.49	127,828	6%	0.58%	42,956	33,658	25,415
STREET LIGHTING	377,400.00	102,083.27	275,317	27%		0	0	
MISC APPROPRIATIONS	113,000	81,509.00	31,491	72%		0	0	
AIRPORT	844,711	252,443	592,268	30%	3.57%	266,667	208,947	(43,496)
PARKING FACILITY	25,800	3,286	22,515	13%	0.11%	8,145	6,382	3,096
TRANSERS	3,985,000	1,099,088	2,885,912	28%		0	0	
CONTINGENCY	-280,252	0	(280,252)	0%		0	0	0
EXCESS CARRYOVER	3,165,514		3,165,514	0%				
GENERAL FUND	27,824,662	9,530,006	18,294,656	34%	86.60%	6,427,206	5,061,962	
	23,629,514							

CITY OF EMPORIA
 ACTUAL COMPARED TO BUDGET
 as of April 30, 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	203,460	1,835,322	10%
ADMINISTRATION	2,528,813	498,634	2,030,179	20%
WATER MAINTENANCE	1,575,015	761,041	813,974	48%
WATER PLANT	4,145,248	1,603,164	2,542,084	39%
WATER STOCK	5,000	2,235	2,765	45%
	<u>10,292,858</u>	<u>3,068,533</u>	<u>7,224,325</u>	<u>2</u>
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	<u>\$350,000</u>		S Cottonwood to East St from KS to Potwin	
	630,000	<u>0</u>		

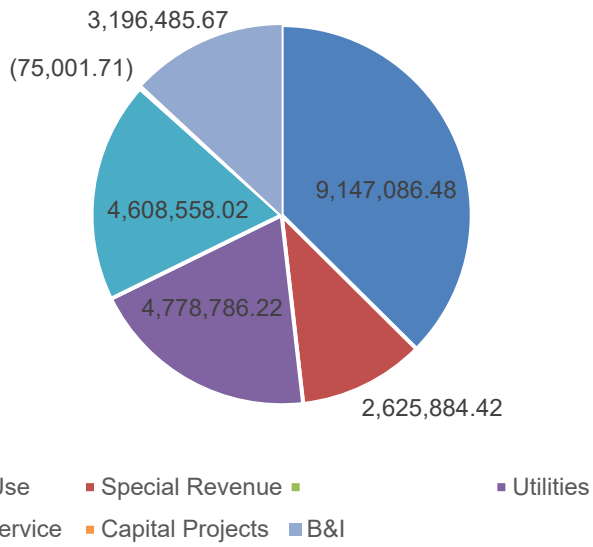
CITY OF EMPORIA
 ACTUAL COMPARED TO BUDGET
 as of April 30, 2023
 EXPENSES FOR WASTEWATER FUND DEPARTMENTS

	2023 AMENDED BUDGET	2023 W ENCUMBRANCES	DIFFERENCE B/W ACTUAL & BUDGET	PERCENTAGE RECEIVED/ USED
DEBT	2,861,779	294,518	2,567,261	10%
ADMINISTRATION	1,906,048	330,352	1,575,696	17%
SEWER MAINTENANCE	1,470,993	2,167,514	(696,521)	147%
SEWER PLANT	3,084,825	1,135,826	1,948,999	37%
	<u>9,323,645</u>	<u>3,928,209</u>	<u>5,395,436</u>	<u>2</u>
Capital Outlay				
Sewer Maintenance	\$83,000		New Sanitary Sewer camer	
Waste Water Plant	\$60,000		Replace roof on old shop building	
Waste Water Plant	\$350,000		Upgrade plant telemetry	
	<u>493,000</u>	<u>0</u>		

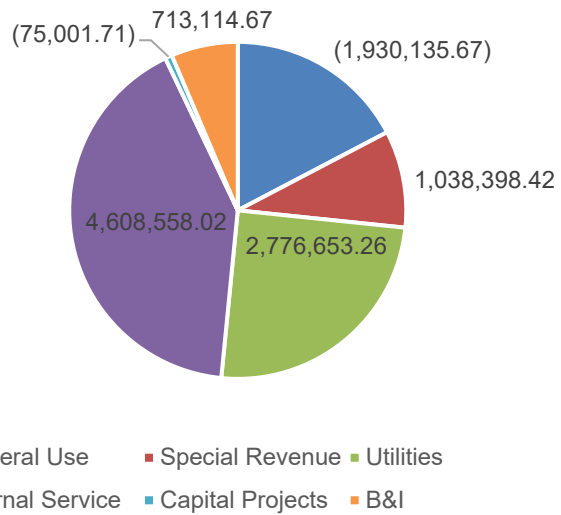
CITY OF EMPORIA
 ACTUAL COMPARED TO BUDGET
 as of April 30, 2023
 EXPENSES FOR SOLID WASTE FUND DEPARTMENTS

	2023 AMENDED BUDGET	2023 W ENCUMBRANCES	DIFFERENCE B/W ACTUAL & BUDGET	PERCENTAGE RECEIVED/ USED
ADMINISTRATION	3,082,732	404,175	2,678,557	13%
COLLECTIONS	2,736,086	903,750	1,832,336	33%
TRANSFER STATION	1,728,919	210,934	1,517,985	12%
RECYCLING CENTER	629,767	196,410	433,357	31%
	<u>8,177,504</u>	<u>1,715,269</u>	<u>6,462,235</u>	<u>1</u>
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	
	<u>\$685,000</u>	<u>0</u>		

Unencumbered Cash



Available Funds



City of Emporia
Unencumbered Cash Report
as of April 30, 2023

	Amount	YTD Budget	Difference	Unencumbered Cash		
101 General Fund	5,652,592.15	5,201,571.00	451,021.15	General Use	9,147,086.48	37.67%
102 Multi Year Fund	3,494,494.33	5,875,651.15	(2,381,156.82)	Special Revenue	2,625,884.42	10.81%
103 Insurance Reserve	503,893.94	500,000.00	3,893.94			
104 Vacant Property Program	201,374.20	-	201,374.20	Utilities	4,778,786.22	19.68%
201 Library Fund	-	-	-	Internal Service	4,608,558.02	18.98%
203 Convention & Tourism Fund	624,063.49	679,001.00	(54,937.51)	Capital Projects	(75,001.71)	-0.31%
204 Industrial Fund	22,123.83	19,363.00	2,760.83	B&I	3,196,485.67	13.16%
205 Industrial Dev Sales Tax Fund	1,080,105.36	124,014.00	956,091.36		24,281,799.10	
206 Special Alcohol Fund	99,805.25	70,791.00	29,014.25			
207 Special Park & Recreation Fund	41,814.00	84,782.00	(42,968.00)	Budget		
208 Special Street Fund	314,936.56	537,608.00	(222,671.44)	General Use	(1,930,135.67)	
209 Drug Money Forfeitures Fund	58,115.63	71,927.00	(13,811.37)	Special Revenue	1,038,398.42	
210 Storm Water Fund	261,197.43	-	261,197.43	Utilities	2,776,653.26	
218 Emergency Shelter Grant Fund	2,929.90		2,929.90	Internal Service	4,608,558.02	
224 Fire Public Education	3,109.88		3,109.88	Capital Projects	(75,001.71)	
225 Police Grants Fund	3,343.98		3,343.98	B&I	713,114.67	
251 Emporia Homeowner Repair	(22,185.24)		(22,185.24)			
252 2014 Housing Rehab	44,528.13		44,528.13			
254 2020 CDBG Rehab Grant	13,794.00		13,794.00			
260 Land Bank	73,976.41		73,976.41			
301 Bond and Interest Fund	3,196,485.67	2,483,371.00	713,114.67			
305 Equipment Reserve Fund	665,161.19	433,471.00	231,690.19			
401 Coronavirus Recovery Grant	2,560,899.69		2,560,899.69			
406 Internal Improvement Fund	6,397,596.39		6,397,596.39			
409 Water Treatment Plant Improvement	(3,563,425.44)		(3,563,425.44)			
413 Water Main Improvements	(543,175.52)		(543,175.52)			
415 Civic Auditorium Project Fund	168,058.91		168,058.91			
423 Airport Improvements Fund	182,739.47		182,739.47			
428 Park Improvements Fund	(2,158,285.52)		(2,158,285.52)			
441 Paving Projects Fund	(1,652,957.30)		(1,652,957.30)			
442 Construction Projects Fund	(261,660.16)		(261,660.16)			
444 Waste water Improvement	(1,204,792.23)		(1,204,792.23)			
501 Water Utility Fund	839,709.39	(549,308.00)	(6,697.02)			
502 Sewer Fund	247,269.32	(205,136.00)	(559,978.62)			
503 Solid Waste Fund	3,691,807.51	1,738,854.68	3,343,328.90			
601 Worker's Comp Fund	2,209,035.30		2,209,035.30			
602 Health Care Fund	2,399,522.72		2,399,522.72			
708 Fire Insurance Proceeds	4,225.81		4,225.81			
	25,652,228.43					

COMMISSION MEETING

11:00 A.M.

MAY 3, 2023

The Governing Body of the City of Emporia, Kansas, met in Regular Session, Wednesday, May 3, 2023, in the City Commission Meeting Room with Mayor Brinkman presiding and Commissioners Giefer, 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 state your name and address prior to making comments.

No comments were made at this time.

Colleen Smith, Lyon/Morris County Human Resources Coordinator for ECKAN, was in attendance to accept a proclamation declaring the month of May as "Community Action Month" in Emporia. She stated ECKAN has made essential contributions to individuals and families in the City of Emporia by providing them with innovative and cost-effective programs such as emergency rent and utility assistance, transportation assistance, food voucher, food pantry, Senior Farmer's Market Checks, and services. Community Action Agencies are needed as major participants in the reform of the welfare system as we know it. She stated individuals and families on limited income continue to need opportunities to improve their lives and their living conditions, ensuring that all citizens are able to live with dignity. The poverty rate in the City of Emporia is 20.51% and Kansas must continue the wage war on poverty by providing support and opportunities for all citizens in need of assistance. She urged all citizens to recognize the hard work and dedication of Kansas Community Acton Agencies.

Mayor Brinkman then presented the proclamation.

Jessica Buchholtz, representing Emporia Main Street, was in attendance to accept a proclamation declaring the week of May 5 through May 11, 2023, as "National Small Business Week" in Emporia. She stated from the storefront shops that anchor Main Street to the high-tech startups that keep America on the cutting edge, small businesses are the backbone of our economy and the cornerstones of our nation's promises. When we support small businesses, jobs are created, local communities preserve their unique culture. She stated the City of Emporia supports and joins in this national effort to help America's small businesses do what they do best - grow their businesses, create jobs, and ensure that our communities remain as vibrant tomorrow as they are today.

Mayor Brinkman then presented the proclamation.

Jeff Meek, Public Works Street Supervisor, was in attendance to accept a proclamation declaring May 14 through May 20, 2023, as "National Public Works Week" in Emporia. He stated public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life, and well-being of the people of the City of Emporia. Infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals. He stated it is in the public interest for the citizens, civic leaders, and children in the City of Emporia to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities. The year 2023 marks the 63rd annual National Public Works Week sponsored by the American Public Works Association. He urged all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety and quality of life.

Mayor Brinkman then presented the proclamation.

Lisa Hayes, Investigations Caption, was in attendance to accept a proclamation declaring May 14 through 20, 2023, as "National Police Week" in Emporia. She stated every day our Nation's dedicated law enforcement officers put themselves at risk to keep their fellow American safe. Law Enforcement officers deserve our appreciation for the work they do, and citizens fulfill an important civic responsibility by supporting their work to protect our communities. On Peace Officers Memorial Day and during Police Week, we honor the heroism of all our law enforcement officers, especially those who have given their lives so that others might live. By joint resolution of the US Congress in 1962, the President of the United States designated May 15th of each year as "Peace Officers Memorial Day" and the week in which it falls as "Police Week" and also directed the flag be flown at half-staff on Peace Officers Memorial Day on May 15th of each year. She urged everyone to remember those throughout our Nation who lost their lives while protecting others.

Mayor Brinkman then presented the proclamation.

**CITY COMMISSION
(Board Appointment)**

Golf Advisory Board:

It was moved by Commissioner Sauder seconded by Commissioner Harter that Larry Benton be appointed to fill an unexpired term to the Golf Advisory Board that expires December 31, 2024; and Brian Lawson, Rick Clark and Sara Tidwell be appointed to the Golf Advisory Board for terms that expire December 31, 2025. The vote follows: Commissioner Sauder, aye; Commissioner Harter, aye; Commissioner Giefer, aye; Commissioner Smith, aye; and Mayor Brinkman, aye.

Planning Commission/Board of Zoning Appeals:

It was moved by Commissioner Sauder seconded by Commissioner Giefer that Larry Bucklinger be reappointed to the Emporia Metropolitan Planning Commission/Board of Zoning Appeals for a term that expires December 31,

2025; and Raymond Rogers be appointed to the Emporia Metropolitan Planning Commission/Board of Zoning Appeals for a term that expires December 31, 2025; and Tami Ogle be appointed to fill an unexpired term to the Emporia Metropolitan Planning Commission/Board of Zoning Appeals for a term that expires December 31, 2024. The vote follows: Commissioner Sauder, aye; Commissioner Giefer, aye; Commissioner Harter, aye; Commissioner Smith, aye; and Mayor Brinkman, aye.

**FIRE DEPARTMENT
(Architect Services for Fire Station Projects)
(Archimages, Inc.)**

Brandon Beck, Fire Chief, was recognized and addressed the Governing Body. He stated proposals for Architectural Services for the Fire Station Projects were presented to the Selection Committee by the firms of Archimages, Inc.; GLMV Architecture and SFS Architecture. After presentations and questions with each firm, the Selection Committee rated each firm using a point system of one to three and the results of the scoring was: Archimages, Inc., 21.5; GLMV Architecture, 15.5; and SFS Architecture, 11. This project will be paid utilizing the current bonding capacity available in the City's Bond and Interest Fund based on the current mill levy. He stated the Selection Committee recommends the selection of Archimages, Inc. to enter into negotiations to develop a contract for services and scope of work for the Fire Station Projects.

Commissioner Smith made a motion to authorize staff to enter negotiations with Archimages, Inc. for a Contract for Services and Scope of Work for Fire Station Projects. Commissioner Harter seconded the motion. The vote follows: Commissioner Smith, aye; Commissioner Harter, aye; Commissioner Giefer, aye; Commissioner Sauder, aye; and Mayor Brinkman, aye.

**CITY COMMISSION
(Adopt 2023 Compensation Plan Salary Scales)
(Resolution Number 3695)**

City Manager Cocking stated the City of Emporia contracted with The Arnold Group to conduct a salary study which was completed and presented

to the Commission. A classification and compensation system, which defines the types of jobs in an organization and how much those types of job will pay. This is the framework in which organizations manage their job classifications and distribute pay to employees in a manner that is fair, strategic, and competitive within a given market. He stated based on the current market findings and with a commitment to remain competitive for labor and talent in the region, the City should make adjustments to our compensation plan salary scales. The annual impact to adopt the 2023 Compensation Plan Salary Scales and bring all employees into scale at the minimum is \$772,497.92. He stated staff was recommending approval of Resolution Number 3695, a resolution to adopt 2023 Compensation Plan Salary Scales effective July 9, 2023.

Commissioner Harter made a motion to approve Resolution Number 3695, a resolution to adopt 2023 Compensation Plan Salary Scales effective July 9, 2023. Commissioner Sauder seconded the motion. The vote follows: Commissioner Harter, aye; Commissioner Sauder, aye; Commissioner Giefer, aye; Commissioner Smith, aye; and Mayor Brinkman, aye.

CITY COMMISSION
(Submitting Grant Application)
(Kansas Housing Resources Corporation for Emergency Solutions Grant)

Jeff Lynch, Community Development Coordinator, was recognized and addressed the Governing Body. He stated two local non-profit agencies, S.O.S., Inc. and Bloom House Youth Services, Inc., provide assistance to our local unhoused population, and this grant would assist them in their efforts. This funding would provide emergency shelter, food and needed essential services such as case management, life skills, training, counseling and assistance in obtaining housing. He stated the City has administered this type of grant for many years, which provides financial assistance to our local homeless service agencies. The City fulfills the role of a pass-thru grant recipient, and qualifies for some administrative funding to offset costs of staff and materials. The funding is allocated by the Kansas Housing Resources Corporation. The grant funding request

amounts are \$30,000.00 for S.O.S., Inc. and \$37,875.00 for Bloom House Youth Services, Inc.; totaling \$67,875.00. There is approximately 7% allocated to the City for administration costs, no city funds are required. He stated staff is recommending approval of the application to the Kansas Housing Resources Corporation for Emergency Solutions Grant on Behalf of Local Agencies.

Commissioner Harter made a motion to approve the application to the Kansas Housing Resources Corporation for Emergency Solution Grant on Behalf of Local Agencies. Commissioner Giefer seconded the motion. The vote follows: Commissioner Harter, aye; Commissioner Giefer, aye; Commissioner Sauder, aye; Commissioner Smith, aye; and Mayor Brinkman, aye.

ENGINEERING
(Memorandum of Understanding)
(Healthier Lyon County and City of Emporia)
(Assisting with KDOT TA Funding)

Jim Ubert, City Engineer, was recognized and addressed the Governing Body. He stated Healthier Lyon County Coalition (HLC) and Multi Use Pathway Planning Board (MUPP) have worked diligently to secure funding from Kansas Department of Transportation (KDOT) Transportation Alternatives (TA) project. He stated this project will be improving and installing sidewalks near 12th Avenue and Burlingame Road and bordering Jones Park on 24th Avenue between Lincoln and Prairie Streets. The two project sites will align with a Blue Cross and Blue Shield of Kansas (BCBSKS) Pathways to a Healthy Kansas initiative. He stated this MOU will define the roles and responsibilities of the City in conjunction with HLC, MUPP, and BCBSKS. The MOU will recognize the funding contribution for these two sidewalk projects along with other responsibilities to include management of construction, maintenance period and promotion of the Pathways to a Healthy Kansas program. The City will be responsible for 20% matching funds as part of the KDOT TA funding. Any costs exceeding the KDOT TA funding of \$483,744 and MUPP contributions of \$100,000 will be the responsibility of the City, the estimated City share will be \$125,000. He stated staff is recommending authorizing the Mayor to sign the Memorandum of Understanding between Healthier Lyon County and the City of Emporia for assisting with

KDOT TA Funding.

Commissioner Harter made a motion to authorize the Mayor to sign the Memorandum of Understanding between Healthier Lyon County and the City of Emporia for assisting with Kansas Department of Transportation (KDOT) Transportation Alternatives (TA) Funding. Commissioner Sauder seconded the motion. The vote follows: Commissioner Harter, aye; Commissioner Sauder, aye; Commissioner Giefer, aye; Commissioner Smith, aye; and Mayor Brinkman, aye.

Consent Agenda

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

- a. Approve minutes of the Regular Meeting held on April 19, 2023.
- b. Ordinance 23-11 Extending Prohibition of Camping on Public Property Without a Permit.

AN ORDINANCE EXTENDING THE PROVISIONS OF EMPORIA CITY CODE CHAPTER 17 PERTAINING TO THE PROHIBITION OF CAMPING ON PUBLIC PROPERTY WITHOUT A PERMIT, to which the City Clerk assigned Ordinance Number 23-11, was presented to the Governing Body for their consideration.

- c. Ordinance 23-12 Authorizing Beer Garden for All Things Gravel Expo June 1, 2023.

AN ORDINANCE EXEMPTING AN AREA INCLUDING 7TH AVENUE BETWEEN COMMERCIAL STREET AND MARKET STREET AND THE 600 AND 700 BLOCKS OF MECHANIC STREET IN THE CITY OF EMPORIA FROM THE PROHIBITION ON THE SALE AND CONSUMPTION OF ALCOHOLIC BEVERAGES FOR THE UNBOUND EXPO BLOCK PARTY JUNE 1, 2023, to which the City Clerk assigned Ordinance Number 23-12, was presented to the Governing Body for their consideration.

- d. Ordinance 23-13 Authorizing Beer Garden for All Things Gravel June 2, 2023.

AN ORDINANCE EXEMPTING AN AREA INCLUDING 7TH AVENUE BETWEEN COMMERCIAL STREET AND MARKET STREET AND THE 600 AND 700 BLOCKS OF MECHANIC STREET IN THE CITY OF EMPORIA FROM THE PROHIBITION ON THE SALE AND CONSUMPTION OF ALCOHOLIC BEVERAGES FOR THE UNBOUND EXPO BLOCK PARTY JUNE 2, 2023, to which the City Clerk assigned Ordinance Number 23-13, was presented to the Governing Body for their consideration.

- e. Authorize the Use of ARPA Money.

The vote follows: Commissioner Sauder, aye; Commissioner Harter,

aye; Commissioner Giefer, aye; Commissioner Smith, 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:

TENTATIVE AGENDA FOR MAY 24, 2023 AT 11:00 A.M.

- Proclamation Recognizing May as MUPP "Walk, Run & Bike Days" in Emporia.
- Public Hearing for Smoots/Fanestil Tax Abatement.
- Ordinance for Smoots/Fanestil Tax Abatement.
- Amend Ordinance for Fire Lien.
- Award Biosolid Disposal.
- Purchase of Actuators for Water Treatment Plant.
- Purchase of Sewer Camera for Public Works Dept.
- Set Bid Date and Time for the 24-inch Waterline.
- Award the Mahtropolis Sanitary Sewer & Water Mine Improvements Project.
- Set Bid Date and Time for Peyton Street Water Main Improvements.
- Set Bid Date and Time for Sanitary Sewer and Water Line Improvements to serve Mahtropolis Addition.

Study Session:

Discuss Revenue Sources, Fund Balances, Personnel and Capital Projects.

Discuss the Design of the Elevated Storage Tank.

**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 Sauder made a motion to recess into Executive Session to discuss confidential matters of a third party regarding for a potential development project resuming the open meeting in the City Commission Meeting Room, this same date, at 12:15 p.m, and to invite Jim Witt, Special Projects Coordinator and Jim Ubert, City Engineer. Commissioner Giefer seconded the motion. The vote follows: Commissioner Sauder, aye; Commissioner Giefer, aye; Commissioner Harter, aye; Commissioner Smith, aye; and Mayor Brinkman, aye.

Upon reconvening the meeting in Regular Session, at 12:15 p.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 development project and no action was taken.

Commissioner Sauder made a motion to recess the meeting until 12:30 p.m. to Conference Room 1AB. Commissioner Smith seconded the motion. The vote follows: Commissioner Sauder, aye; Commissioner Smith, aye; Commissioner Harter, aye; and Mayor Brinkman, aye. Commissioner Giefer was absent at the time of the vote.

The following items were discussed at Study Session:

1. Review of Salary Compression Solution Options.

Study Session Discussion:

Review of Salary Compression Solution Options:

City Manager Cocking stated the salary study will bring employees into scale for the newly adopted salary scales. Bringing the pay scales in line with market findings will cause pay compression within the pay scales. He stated the wage compression occurs when there is a small difference in pay between employees who have different skill levels, experience, or seniority levels. A number of employees will be compression and staff would like to address the issue as another way to retain employees and be marketable in employment.

Following further discussion, Commissioner Sauder made a motion to direct staff for preliminary budget numbers using 100% compression within

the pay scales and authorize the City Manager to implement elimination of 100% compression wages as of July 9, 2023. Commissioner Smith seconded the motion. The vote follows: Commissioner Sauder, aye; Commissioner Smith, aye; Commissioner Giefer, aye; Commissioner Harter, aye; and Mayor Brinkman, aye.

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

Susan Brinkman, Mayor

ATTEST:

Kerry Sull, City Clerk



Commission Action Report

Agreement Authorizing Initial Project Scope for Fire Station Projects

Title: Agreement Authorizing Initial Project Scope for Fire Station Projects
Agenda Date: May 17, 2023
Presented By: Trey Cocking, City Manager

Background:

Archimages has submitted an agreement for consideration by the City for Architectural, Interior Design and/or Planning Services for the Fire Station Projects.

Discussion:

This agreement includes the following Scope of Services:

- Existing Building Documentation (Part One)
- Programming and Space Needs Study (Part Two)
- Test Fit Conceptual Floor Plans (Part Three)
- Construction Manager at Risk Selection Assistance (Part Four)

Financial considerations:

Under a guaranteed maximum fee format, Archimages is asking for:

- Part One: \$11,200.00
- Part Two: \$9,300.00
- Part Three: \$16,940.00
- Part Four: \$4,700.00
- Total: \$42,140.00

Recommended action:

Approve signing agreement with Archimages for Initial Project Scope for Fire Station Projects.

Attachments:

Archimages agreement

May 17, 2023

Brandon Beck, Fire Chief/Service Director
Emporia Fire Department
120 E 5th Avenue
Emporia, KS 66801

Re: Initial project scoping study
New Fire Station 1, Modifications to Station 2, and City Hall modifications

Chief Beck,

To define the scope of the projects that are to be undertaken and the required scope of design services, we propose the following initial programming and floor plan studies. Through this work we will all develop a better understanding of the scope of the projects to be undertaken and the services that will be needed. Please note that this work is the normal part of starting an architectural design process and will become part of our eventual work on the projects.

This agreement authorizes **Archimages, Inc.** to provide Architectural, Interior Design and/or Planning Services for the project named above. The general Scope of Work and Fee basis is as described below. Consultant's Fees and Fee advance requirements are included only as specified.

Scope of Services:

An initial study will be conducted to determine the space needs and conceptual floor plans for three facilities - new station one, modifications to station two, and modifications to city hall that may occur once the new station one is built.

Part One – Existing Building Documentation: This phase will focus on documenting the floor plan and conditions of the existing Fire Station No. 2 and the City Hall portion of the City Hall / Civic Auditorium building. It is assumed that the city will provide Archimages with floor plans of both buildings. Archimages will tour the buildings to document existing conditions and any updates that may be needed to the provided floor plans. Digital CAD floor plans will be created for use in the following phases of service.

Part Two – Programming and Space Needs Study: A series of meetings will be scheduled on a single day to discuss the space needs for the three locations. Representatives of the departments that may be affected by floor plan changes will attend individual meetings focused on their area to provide the design team with information regarding their space needs and future anticipated changes. Archimages will provide a space needs report draft to the city for review and comment and will then update and finalize

the report. The report will include an initial budget range projection based on Archimages' recent experience on an overall cost per square foot basis.

- One round of Operational evaluations will be conducted with each user group (e.g. Police, Fire, Planning, Codes, and Administration) to identify deficiencies, departmental growth, and operational alternatives. We anticipate a one-day event to meet with all groups.
- Research findings will be documented and prioritized to help establish goals (needs vs. wants) and concept options for review and approval.
- Public, staff, and equipment adjacencies and flow patterns will be evaluated, and alternatives developed to improve efficiency and create dynamic working environments.

Part Three – Test Fit Conceptual Floor Plans: Archimages will prepare conceptual draft floor plans for the new fire station and for proposed changes to the two existing buildings. The floor plans will be reviewed with the city and updated accordingly.

Part Four – Construction Manager at Risk Selection Assistance: Archimages will provide an RFQ template to the city and will advise and assist in the selection of a construction manager. This will include reviewing qualification statements to provide feedback regarding the selection of a list of firms to be invited for interview. Archimages project manager will attend and participate in the interviews.

Services NOT Included in this Proposal: The services listed below are not included in this proposal. When/if these services are needed as the projects develop, proposals for said services will be provided.

- Land survey(s)
- Investigations of the buildings to discover specific problems/repairs needed.
- Full schematic design, design development, and construction documents beyond the services described above.
- Engineering for civil, structural, mechanical, plumbing, electrical, fire alarm, fire protection, acoustics, or technology systems.
- Furniture/equipment planning specifications for bidding and purchasing.
- Construction and furnishings cost estimates (to be provided by the Construction Manager).
- Construction administration services.
- Special inspection services.
- Geotechnical engineering services (to be contracted separately by the city).

Compensation: Archimages will perform the services outlined in this proposal under a **guaranteed maximum (GM)** fee format. If, at the end of the process, we have not utilized the entire fee it will result in cost savings to the city.

Part One – Existing Building Documentation	\$11,200.00
Part Two – Programming and Space Needs Study	9,300.00
Part Three – Test Fit Conceptual Floor Plans	16,940.00
Part Four – Construction Manager at Risk Selection Assistance	4,700.00
Total	\$42,140.00

Reimbursable expenses will be an additional charge of cost plus 10% and include, but are not limited to, printing, mileage, courier, and artist renderings. Invoices are sent monthly and due upon receipt.

It is expected that the fee may be incorporated into a future contract for full design services. However, should the project not proceed, or should a more comprehensive contract not be achieved, this agreement will be valid for work performed until the delivery of written notice of termination by either party.

Charges will be due within thirty (30) days of the invoice date. Interest will be charged on unpaid balances at the rate of one and one-half percent (1-1/2%) per month compounded monthly.

Thank you for allowing us the opportunity to submit this proposal. Please do not hesitate to call with any questions.

OWNER:

City of Emporia, Kansas
111 E. 6th Avenue
Emporia, KS 66801

ARCHITECT:

Archimages, Inc.
14205 W. 95th Street
Lenexa, KS 66215



By:

By: Kile R. Morrison, Managing Director

Date:

Date: May 17, 2022

NOTICE TO OWNER: FAILURE OF THIS CONTRACTOR TO PAY THOSE PERSONS SUPPLYING MATERIAL OR SERVICES TO COMPLETE THIS CONTRACT CAN RESULT IN THE FILING OF A MECHANIC'S LIEN ON THE PROPERTY WHICH IS THE SUBJECT OF THIS CONTRACT. TO AVOID THIS RESULT, YOU MAY ASK THIS CONTRACTOR FOR "LIEN WAIVERS" FROM ALL PERSONS SUPPLYING MATERIAL OR SERVICES FOR THE WORK DESCRIBED IN THIS CONTRACT. FAILURE TO SECURE LIEN WAIVERS MAY RESULT IN YOUR PAYING FOR LABOR AND MATERIALS TWICE.



Commission Action Report

Ordinance 23-15 Authorizing Beer Garden for Dynamic Discs Open Block Party

Title: Ordinance 23-15 Authorizing Beer Garden for Dynamic Discs Open Block Party

Agenda Date: May 24, 2023

Presented By: Christina Montgomery, City Attorney

Background:

The Dynamic Discs Block Party has included a beer garden for a number of years. Dynamic Discs and Mixers and Shakers, LLC have requested permission to host a beer garden for this year's event on June 17, 2023, from 4:00 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:

Ordinance 23-15 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:

The City will pay the cost of ordinance publication in the designated official local newspaper. Event sponsors will rent city fencing adequate to secure the beer garden location. City staff will deliver fencing and provide standard special event services.

Recommended action:

Approve Ordinance 23-15 Authorizing Beer Garden for Dynamic Discs Open Block Party

Attachments:

- Ordinance 23-15
- Map

ORDINANCE NO. 23-15

AN ORDINANCE EXEMPTING 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 OPEN BLOCK PARTY JUNE 17, 2023

WHEREAS, sponsors of the Dynamic Discs Open Block Party 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 Open Block Party.

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 Open Block Party on June 17, 2023, between the hours of 4:00 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 sale of alcoholic beverages and CMB by the city and the state.

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

PASSED AND APPROVED this 24th day of May 2023.

Susan Brinkman, Mayor

ATTEST:

Kerry Sull, City Clerk

10th Street

Gate

Gate

Commercial Street

Gate

9th Street

**DDO Block Party
June 17, 2023
Commercial St.
5pm - 10:00pm**

Gate

8th Street



Commission Action Report

Removal of Emporia Human Relations Commission Member

Title: Removal of a Member to the Emporia Human Relations Commission

Agenda Date: May 24, 2023

Presented By: Jeff Lynch, Community Development Coordinator

Background:

A member of the Emporia Human Relations Commission has stopped appearing at meetings on a regular basis, not attending eight of the ten meetings in 2022, and appearing in none of the three meetings so far this year. She has not appeared since November, 2022. The staff liaison has made attempts to contact her, but has been unsuccessful.

Discussion:

The Emporia Human Relations Commission members have voted to remove this member from the commission at their April 17, 2023 meeting, citing Section 3 of the EHRC by-laws, Attendance.

Financial considerations:

No city funds are required.

Recommended action:

Remove Teresa Taylor-Williams from the Emporia Human Relations Commission.

Attachments:

Section III, Attendance, of the EHRC By-Laws;
Minutes from 4-17-2023 EHRC meeting

EMPORIA HUMAN RELATIONS COMMISSION BYLAWS

The Bylaws, which follow, shall supersede all previous editions.

I. TERMS OF MEMBERSHIP

The Commission shall consist of ten (10) members who are appointed by the governing body for three (3) year terms. The terms expire on June 1. Members shall serve no more than two (2) successive terms in addition to any unexpired terms to which they may have been appointed. Any member having served two (2) consecutive terms shall be eligible for reappointment one (1) year after the expiration of the second term.

Membership on the Commission should be broadly representative of the City's population and include diverse racial, ethnic, geographic, economic, sexual, age considerations and disability.

II. UNEXPIRED TERMS

In the event any member of the Commission resigns or terminates service for any reason, the City shall appoint a successor for the unexpired term.

A member appointed to fill a vacancy for an unexpired term shall be eligible for reappointment and shall be eligible to serve under the terms as outlined in Section I.

In the case of death, incapacity, resignation or disqualification of any member of the Commission, vacancies shall be filled in accordance with City of Emporia Code Ordinance 09-14.

III. ATTENDANCE

Members are required to attend all regular and special meetings. Those members missing four (4) regular meetings during the fiscal year or three (3) consecutive meetings without a valid reason (e.g. illness, job-related causes, death, etc.) and prior notification to the City-appointed liaison (Liaison), Chairperson or Vice Chairperson shall be automatically recommended by the Commission for dismissal by the governing body.

Members may be removed from the Commission by vote of Emporia Human Relations Commission members and with final approval of governing body for inefficiency, neglect of duty, misconduct or malfeasance in office after being given a written statement of charges and after being afforded a hearing if requested.

IV. MEETINGS

The Commission shall meet monthly on the third (3rd) Monday to conduct business at the time, place, and date established by the Commissioners. Special meetings may be called by the Chairperson or the Vice-Chairperson with at least seventy-two (72) hours notice to members and the media.

(con't on next page)

Emporia Human Relations Commission Meeting Minutes

DATE: April 17, 2023
TIME: 5:30 p.m.
PLACE: City Conference Room 1 A/B, 516 Mechanic St. (west of gymnasium)

COMMISSIONERS PRESENT: Hunter, H. Clark, Larson, Van Gundy, Gajda, M. Johnson
COMMISSIONERS ABSENT: Taylor-Williams, Akins, and E. Johnson
CITY STAFF PRESENT: Jeff Lynch

Meeting was called to order by Chair Larson at 5:33 p.m.

1. A motion/second to approve the agenda for the meeting was made by Hunter/Johnson, passed unanimously.
2. A motion/second to approve the minutes from the meeting held on March 20, 2023 was made by Van Gundy/Clark, passed 5-0, M. Johnson abstained.
3. Commissioner Comments/Questions/Complaints/Updates- Accessibility/Discrimination Issues- none were reported.
4. Projects
Accessibility Map- Chair Larson reviewed that last month we discussed utilizing an interactive map. Tabled for now.

Housing Seminar- April 11, Lynch said a total of 25 attended the two presentations, but a few attended both putting total head count at about 22. Next year we may want to consider including the option of virtual attendance. Lynch said tenant advocates from agencies also attended along with the tenants, and included locally based agencies. Larson suggested targeting the advocacy related agencies in future seminars. Lynch said he was on two Newsmaker radio shows promoting the event.

Strategic Plan- Chair Larson collected the SWOT analysis members had worked on. Discussion of Goals and Objectives. Larson stated the goals on the list were not measurable. Need to revise the goals and come up with objectives for each of the goals.

Goal #1- Eliminate prejudice and discrimination

Goal #2- Promote goodwill, cooperation and conciliation

Goal #3- Establish effective processes and procedures

Larson suggested working on revising these goals, starting with the goal of Internal Processes. We will need to continually review even after we establish new goals to see what needs revised. He suggested every 6 months to review goals by use of surveys or

assessments we will fill out. A 3-year goal time line for developing the strategic plan is suggested.

Under goal #3 of establishing effective goals and procedures is adjusting our by-laws. Lynch answered a question regarding if by-laws changes needed City Commission approval, he said no, but should review with the City Attorney to ensure any revisions were still following the ordinance.

We will need to develop a way to evaluate progress, which flashpoint number VII (7) on our handout.

An additional goal could include "reducing unhoused population". Lynch stated we have approximately 13 persons that are literally unhoused at any given time in our community. If adding people staying in shelters along with the unhoused, the total can be as high as in the 60's. Van Gundy added we have a lot of people that rotate in and out of the shelters. Also, there have been rules implemented that disqualify some and has caused an increase in that population in the last two years. Do we think this would be a goal that is within our mission and we would like to focus on for the next few years? Member Hunter asked if we took this on would we be causing any kind of a hindrances for those needing resources? A thought was to possibly take this on as more of a passive goal, and provide awareness and possible assistance to what the Task Force on Homelessness comes up with for its mission and goals. So, with this goal it might be best to "assist other city committees, commissions, task forces, etc. on their goals and objectives". We should see what all city boards there are and define what they do, and where we can help.

Goal #3- Raise awareness of the HRC and what we do.

Objectives for Goal #3: Seminars and other events. Post on city social media. Van Gundy reached out to city public information officer to see if she could help promote awareness of HRC, then later confirmed that she could.

Objective #1 for Goal 3: brainstorm ideas on marketing HRC.

Lynch stated we have some old HRC flyers he could bring for review. Also discussed was to have tables/booths set up at events explaining what we do. Member Johnson asked if we could have a newsletter; Larson agreed that he liked the idea of having a continuous information to the public. Several different platforms were discussed as possible ways to distribute the information.

Three solid goals have been developed. Goal #1, develop internal processes- and a few objectives for that: strategic plan that we are developing now; adjusting the By-Laws; and create a 6-month assessment.

Goal #2- assist with other city boards, commissions and task forces, and define objectives on how we can help them if possible.

Goal #3- raise awareness of the HRC, Objective #1 is to brainstorm marketing ideas for that, Objective #2 would be to develop a newsletter for the HRC.

Larson stated establishing these processes and relationships with other city boards is a good solid step in actually having direct outcomes.

The Accessibility Map is more of a 1-year goal, being completed by next summer.



Emporia Human Relations Commission
521 Market, P.O. Box 928
Emporia, KS 66801-0928 620-343-4285

5. Lynch stated the city has now filled the open position of Community Housing Coordinator, and Brandi Galbreath will begin her duties on May 8th.

6. Member Hunter moved to terminate member Teresa Taylor-Williams' from the commission as she has violated the attendance policy. Hunter has only seen her at two meetings in the past year. Lynch verified Williams had more than the minimum absences to be in violation of the commission's attendance policy. A motion was made to remove member Teresa Taylor-Williams from the Emporia Human Relations Commission, seconded by Van Gundy, passed 4-0, with members M. Johnson and Gadja abstaining.

7. Chair Larson adjourned the meeting at 6:29 p.m.

Next meeting on Monday, May 15th, 2023 at 5:30 p.m.



Commission Action Report

Ordinance 23-16 Authorizing Beer Garden for Emporia Pride Live Special Event

Title: Ordinance 23-16 Authorizing Beer Garden for Emporia Pride Live Special Event

Agenda Date: May 24, 2023

Presented By: Christina Montgomery, City Attorney

Background:

Hank Osterhaut with Kansas Free for Arts has requested permission to host a beer garden for the Emporia Pride Live Special Event on June 9, 2023, from 1:00 p.m. to 10:00 p.m. in a half-block area on 7th Avenue west of Commercial Street. This location is depicted on the attached map.

Discussion:

Ordinance 23-16 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:

The City will pay the cost of ordinance publication in the designated official local newspaper. Event sponsors will rent city fencing adequate to secure the beer garden location. City staff will deliver fencing and provide standard special event services.

Recommended action:

Approve Ordinance 23-16 Authorizing Beer Garden for Emporia Pride Live Special Event

Attachments:

- Ordinance 23-16
- Map

ORDINANCE NO. 23-16

AN ORDINANCE EXEMPTING A HALF-BLOCK AREA INCLUDING 7TH 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 EMPORIA PRIDE LIVE SPECIAL EVENT JUNE 9, 2023.

WHEREAS, Hank Osterhout with Kansas Free For Arts has requested an exemption from the prohibition of sale and consumption of enhanced cereal malt beverages (CMB) and/or alcoholic liquor in connection with the Emporia Pride Live 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 a half-block area including 7th 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 Emporia Pride Live Special Event on June 9, 2023, between the hours of 1:00 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 sale of alcoholic beverages and CMB by the city and the state.

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

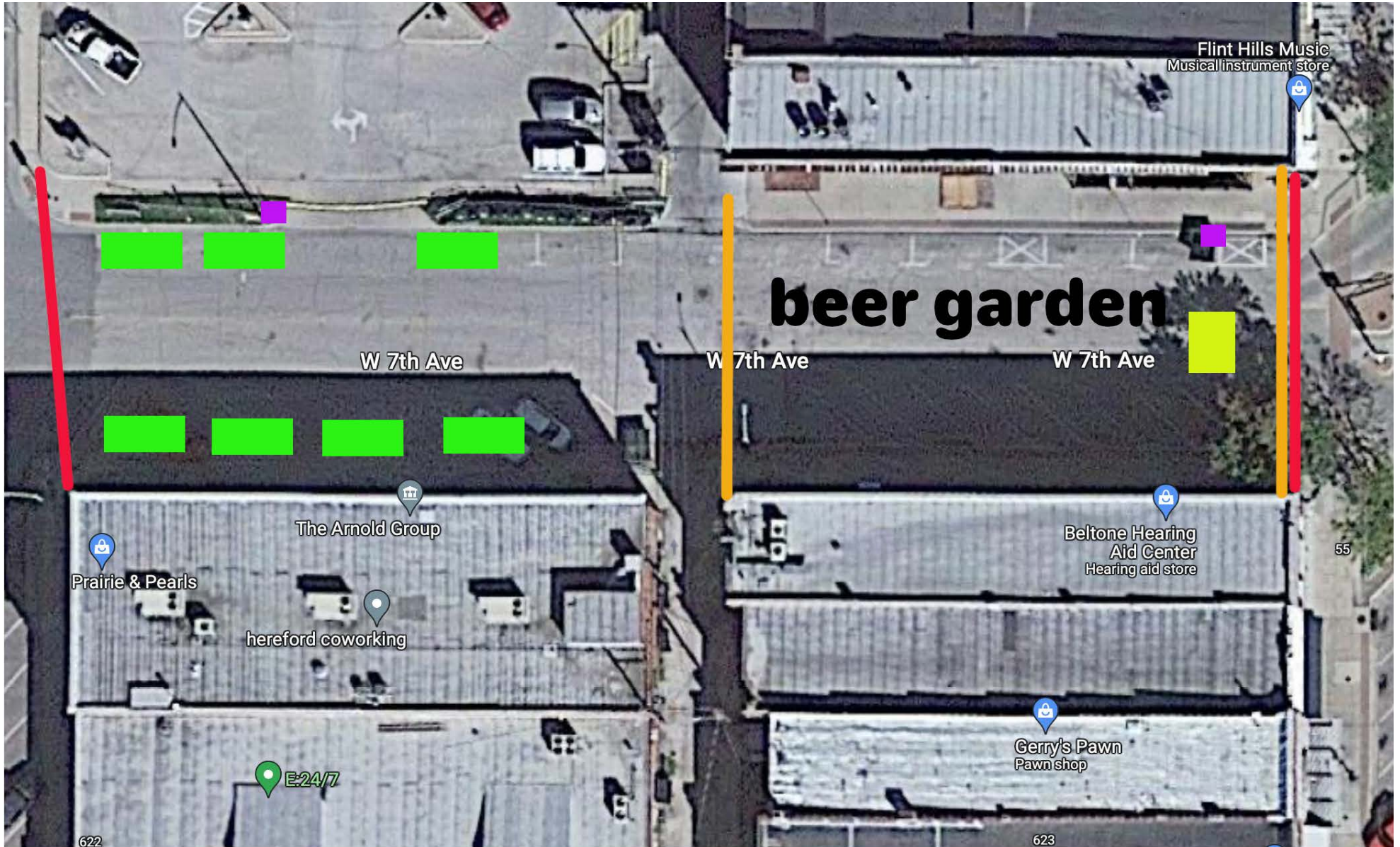
PASSED AND APPROVED this 24th day of May 2023.

Susan Brinkman, Mayor

ATTEST:

Kerry Sull, City Clerk

Emporia Pride Live Special Event Map





Commission Action Report

Jones Aquatic Center Agreement

Title: Jones Aquatic Center Agreement

Agenda Date: May 24, 2023

Presented By: Christina Montgomery, City Attorney

Background:

The Emporia Recreation Commission has operated the Jones Aquatic Center on behalf of the City of Emporia for a number of years. Each year the City and ERC enter into an operations agreement specifying the terms for the upcoming seasons.

Discussion:

After discussions between the City Commission and ERC staff, several changes were made to the 2023 Agreement. Those changes authorize ERC to set the fee structure and operation dates with notice to the City and increase the operations expense reimbursement amount. ERC will continue to be responsible for daily operations and staffing.

This Agreement has been approved by the Emporia Recreation Commission Board.

Financial considerations:

The City owns the JAC facility and will continue to pay for utilities and major repairs. At the end of the season, the City will pay any deficit in JAC operations expenses up to \$94,000.00.

Recommended action:

Approve Jones Aquatic Center Agreement

Attachments:

Jones Aquatic Center Agreement

JONES AQUATIC CENTER AGREEMENT
Between
THE CITY OF EMPORIA, KANSAS
And
THE EMPORIA RECREATION COMMISSION

THIS AGREEMENT made this _____ day of May 2023, by and between the CITY OF EMPORIA, KANSAS, a municipal corporation, hereinafter referred to as "CITY," and THE EMPORIA RECREATION COMMISSION, organized and existing under the statutes of Kansas, hereinafter referred to as the ERC."

WITNESSETH:

WHEREAS, the CITY constructed and owns the Jones Aquatic Center, 4202 West 18th Avenue, Emporia, Kansas; and

WHEREAS, the ERC administers recreation programs for the City and for USD 253; and

WHEREAS, the Jones Aquatic Center is a part of the recreational program administered and operated by the ERC; and

WHEREAS, the CITY and the ERC now desire to formalize the agreement with respect to the administration, operation and maintenance of the Jones Aquatic Center;

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND AGREEMENTS HEREIN CONTAINED, THE PARTIES HERETO AGREE AS FOLLOWS:

1. Upon the following terms and conditions, the CITY and ERC agree that the ERC shall be responsible for the daily operations of the Jones Aquatic Center (JAC) each year between Memorial Day to Labor Day, with exact dates to determined by ERC.

2. The JAC shall be used and occupied by the ERC exclusively for community recreation and competitive purposes with responsibility to organize and promote use of the swimming pool and other facilities. In the use of the premises, the ERC shall comply with all statutes, ordinances and regulations of public authorities applicable to the aquatic center complex.

3. During possession of the aquatic center, the ERC shall be responsible for routine maintenance and up-keep of the aquatic center, security, staffing and the day-to-day operations. The ERC shall notify the CITY when major repairs are needed. Major repairs shall consist of the failure or interruption of a major system which would exceed \$1000 for repair or replacement. The ERC shall maintain a maintenance log of all repairs and improvements, major or minor, performed which information will be shared with the

CITY.

The CITY shall be responsible for providing pool chemicals needed for the operation of JAC. The CITY shall be responsible for upkeep and maintenance of the grounds, driveway, parking and landscaping for JAC. The City shall maintain the pool pumping, heating and filtering equipment and establish the optimum operating levels.

4. The ERC shall not undertake any alterations, additions or improvements of the JAC without the approval of the CITY.

5. The CITY shall be responsible for the water, sewer, refuse, electric and natural gas utility charges utilized by it at the JAC during the months of June, July and August. The ERC shall be responsible for hiring, training, and compensation of full and part time workers at the JAC. The ERC shall be responsible for concession sales and staffing.

6. The CITY shall maintain general liability and casualty insurance on the equipment, buildings and grounds. The ERC shall maintain liability insurance for the operation of the facility.

7. The ERC shall be responsible for setting the annual fee structure for the operation of the JAC. ERC shall provide notice to the City when the annual fee structure and calendar for JAC have been established. The ERC agrees to maintain an accounting of all costs and expenses for staffing and operation of the Jones Aquatic Center, and all receipts and income attributable to the aquatic center. After the conclusion of the season, on or about October 1, the ERC shall submit a final accounting. If the final accounting results in a positive balance, such amount shall be retained by the ERC. If the final accounting results in a negative balance, the City will be responsible to make up the deficit up to an amount not to exceed \$94,000.00

8. The CITY and the ERC are subject to limits of liability according to K.S.A. 75-6104 et seq. Each party to this Agreement hereby agrees to indemnify and hold harmless the other party from claims for damages for injuries to persons or to property occasioned by the alleged negligent conduct of the party's own employees, officers or agents, arising from the operations under this Agreement.

9. If the ERC shall fail to comply with any of the terms of this Agreement, and such period shall continue for a period of thirty (30) days after notification, then in that event, the CITY may at its option, declare this agreement to be null and void. This shall not be taken to limit or prohibit any other remedies available to the CITY.

10. The waiver of the CITY of or the failure of the CITY to take any action with respect to any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition, or a subsequent breach of the same or any other term, covenant or condition herein contained.

11. Neither party shall be held liable or responsible to the other party nor be deemed to have defaulted under or breached this Agreement for failure or delay in fulfilling or performing any obligation under this Agreement when such failure or delay is caused by or results from causes beyond the reasonable control of the affected party, including but not limited to fire, floods, storms, war, insurrections, riots, or other so called "acts of god", or changes to local, state, or federal law; provided, however, that the party so affected shall use reasonable efforts to avoid or remove such causes of nonperformance, and shall continue performance hereunder with reasonable dispatch whenever such causes are removed. Either party shall provide the other party with prompt written notice of any delay or failure to perform that occurs by reason of force majeure.

12. This Agreement supersedes all prior verbal or written statements between the parties as regards the cooperation in the operation of the aquatic center. This Agreement may be amended or supplemented by subsequent written documents signed by the parties.

13. This Agreement is for a term ending December 31, 2023, and is renewable upon the mutual agreement of the parties.

IN WITNESS WHEREOF the parties hereto have executed this Agreement, the date and year first above written.

CITY OF EMPORIA, KANSAS

Susan Brinkman, Mayor

ATTEST:

Kerry Sull, City Clerk

EMPORIA RECREATION COMMISSION
By its Board of Commissioners

Board Chair



Commission Action Report

Informational Items

Title: Informational Items
Agenda Date: May 24, 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 June 7, 2023.

Commission Meeting :

- Proclamation Naming Zoo Month in Emporia.
- Adoption of Bond Ordinance for Smoots.
- Approve MOU with Emporia Community Club regarding Reeble Park.
- Change Order for South Arundel for Sanitary & Sewer.
- Change Order for Lift Station #2.

Study Session :

- Discussion Implementation of Rental registration and revisions of the current vacant property ordinance.
- Review CIP Items.
- Review Outside Appropriation Request.
- Discussion of Legislative Revisions to the RHID Program & Impact on the City Policy.



Commission Action Report

Executive Session

Title: Executive Session

Agenda Date: May 24, 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:

No city funds are required.

Recommended action:

Recess into Executive Session to discuss confidential matters of a third party regarding economic development projects for 30 minutes, inviting Jim Ubert, City Engineer, Jim Witt, Special Projects Coordinator, Jeanine McKenna, President & CEO of Emporia Area Chamber of Commerce, and Ross Vogal, LDB, Inc. and stating at which time the open meeting will resume.

Attachments:

None



Commission Action Report

Executive Session

Title: Executive Session
Agenda Date: May 24, 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:

No city funds are required.

Recommended action:

Recess into Executive Session to discuss confidential matters of a third party regarding proprietary information for 20 minutes, inviting Jim Witt, Special Projects Coordinator and stating at which time the open meeting will resume.

Attachments:

None



Commission Action Report

Executive Session

Title: Executive Session

Agenda Date: May 24, 2023

Background:

AN EXECUTIVE SESSION FOR CONSULTATION WITH AN ATTORNEY FOR THE PUBLIC BODY OR AGENCY WHICH WOULD BE DEEMED PRIVILEGED IN THE ATTORNEY-CLIENT RELATIONSHIP. K.S.A. 75-4319(B)(2) IS THE AUTHORITY FOR THIS RECESS INTO EXECUTIVE SESSION.

Discussion:

N/A

Financial considerations:

No city funds are required.

Recommended action:

Recess into Executive Session for consultation with an attorney for the public body which would be deemed privileged in the attorney-client relationship for 25 minutes, inviting Public Works Director, Dean Grant; Finance Director, Janet Harrouff; and Tracy Streeter with Burns and McDonnell, and stating at which time the open meeting will resume.

Attachments:

None

Title: Discuss Revenue Sources, Fund Balances, Personnel & Capital Projects
Agenda Date: May 24, 2023
Presented By: Janet Harrouff, Director of Finance

Background

The City is required to produce an annual budget according to KSA 79-2934 which provides authority to spend dollars that are received. The budget is a planning tool for the coming year(s) and a communication tool to share the financial plan with the taxpayers. This process provides a mechanism for levying ad valorem taxes.

Discussion

Topics to be discussed will be:

- Budget calendar and process
- Revenue sources by fund
- Current fund balances and reserve requirements
- Revenue Neutral Rate process
- Mil Levy and/or rate increases

Financial Considerations

Adopting a budget in September will allow the City to levy ad valorem taxes and have authority to spend available dollars.

Attachments

Budget calendar, list of revenue sources by fund, current encumbered cash balances, mil levy history

2024 Budget

Calendar for Budget Preparation

April 3, 2023	Send CIP lists to Department Heads for review and update.
April 17, 2023	Send report to Department Heads for 2024 budget requests
May 1, 2023	CIP list due from Department Heads
May 12, 2023	2024 Budget request due from Department Heads
May 24, 2023	Discuss with Commission- revenue sources, fund balances, personnel (vacant positions, etc), capital projects, ARPA
June 7, 2023	Review CIP items – department heads in attendance
June 7, 2023	Review outside Appropriation requests – groups in attendance
June 21, 2023	Overview of all funds
July 5, 2023	Determine RNR intent
July 5, 2023	Set public hearing for 2024 Budget for September 6, 2023
July 5, 2023	Set public hearing for 2024 Budget for August 16, 2023 if no RNR
July 20, 2023	Planning commission to review proposed CIP list
July 20, 2023	Notify County Clerk of RNR intent and hearing date
August 5, 2023	Publish Budget Hearing in Gazette and on City website if no RNR
August 16, 2023	Final discussion of 2024 Budget & 5-year plan
August 16, 2023	Approve budget and 5 year plan if no RNR
August 25, 2023	Submit budget to County Clerk if no RNR
August 26, 2023	Publish Budget Hearing in Gazette and on City website
August 26, 2023	Publish RNR budget hearing in Gazette and on City Website
September 6, 2023	Hold RNR hearing – Roll Call Vote is REQUIRED on Resolution
September 6, 2023	Hold Budget hearing
September 6, 2023	Adopt 2024 budget and 5-year plan.
September 25, 2023	Submit budget to County Clerk

City of Emporia

Revenue sources by Fund

General Fund

Ad Valorem Taxes	19%
Sales Tax	22%
Franchise Fees	11%
Motor Vehicle Taxes	10%
Charges for Services	9%
Fines & Fees	2%
Administrative Transfers	11%

Multi Year Fund

County Wide Sales tax

Library Fund

Ad Valorem Taxes
Motor Vehicle Taxes

Convention & Tourism Fund

Transient Guest tax

Industrial Fund

Ad Valorem Taxes
Motor Vehicle Taxes

Industrial Development Sales Tax Fund

City sales tax

Special Alcohol Fund

Liquor Tax

Special Park Fund

Liquor Tax

Special Street Fund

Gasoline Tax based upon Population

Drug Forfeiture Fund

Money from drug cases

Bond & Interest Fund

Ad Valorem Taxes

Motor Vehicle Taxes

Water Fund

User Fees

Waste Water Fund

User Fees

Solid Waste Fund

Polycart/dumpster fees

Roll off fees

Landfill fees

City of Emporia
Unencumbered Cash Report
as of April 30, 2023

	Amount	YTD Budget	Difference
101 General Fund	5,652,592.15	5,201,571.00	451,021.15
102 Multi Year Fund	3,494,494.33	5,875,651.15	(2,381,156.82)
103 Insurance Reserve	503,893.94	500,000.00	3,893.94
104 Vacant Property Program	201,374.20	-	201,374.20
201 Library Fund	-	-	-
203 Convention & Tourism Fund	624,063.49	679,001.00	(54,937.51)
204 Industrial Fund	22,123.83	19,363.00	2,760.83
205 Industrial Dev Sales Tax Fund	1,080,105.36	124,014.00	956,091.36
206 Special Alcohol Fund	99,805.25	70,791.00	29,014.25
207 Special Park & Recreation Fund	41,814.00	84,782.00	(42,968.00)
208 Special Street Fund	314,936.56	537,608.00	(222,671.44)
209 Drug Forfeitures Fund	58,115.63	71,927.00	(13,811.37)
260 Land Bank	73,976.41		73,976.41
301 Bond and Interest Fund	3,196,485.67	2,483,371.00	713,114.67
305 Equipment Reserve Fund	665,161.19	433,471.00	231,690.19
501 Water Utility Fund	839,709.39	(549,308.00)	(6,697.02)
502 Sewer Fund	247,269.32	(205,136.00)	(559,978.62)
503 Solid Waste Fund	3,691,807.51	1,738,854.68	3,343,328.90

City of Emporia

Tax Year	Mil Levy	Valuation	% Change
2023			
2022	44.426	204,195,851	0.10
2021	42.800	186,351,225	0.06
2020	42.862	175,541,469	0.03
2019	43.099	170,861,238	0.06
2018	42.854	160,851,918	0.04
2017	42.575	154,452,359	0.05
2016	42.947	147,071,968	0.01
2015	41.584	145,714,000	0.00
2014	41.575	145,169,000	0.02
2013	41.575	142,739,000	(0.00)
2012	41.559	143,296,000	(0.04)
2011	41.777	149,517,000	(0.00)
2010	41.848	149,984,000	