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**CITY COMMISSION**  
**WEDNESDAY, JULY 17, 2024 AT 11:00 AM**  
**CITY COMMISSION CHAMBER**

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**ORDER OF BUSINESS**

**CALL MEETING TO ORDER**      Mayor Erren Harter

**MEMBERS PRESENT**

Vice Mayor  
Commissioner Susan Brinkman  
Commissioner Jamie Sauder  
Commissioner Becky Smith

**PROCLAMATIONS**

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**PUBLIC FORUM**

*The public is invited to make comments at this time. Please limit comments to two (2) minutes each. Please state your name and address prior to making comments.*

**NEW BUSINESS**

**1) Elect Vice Mayor.**

*Presented by: Christina Montgomery, City Attorney*

**Recommended Action:** Vote to elect vice mayor.

**2) Ordinance No. 24-19 for Adoption of 2020 National Electrical Code.**

*Presented by: Kory Krause, Director of Building & Neighborhood Development*

**Recommended Action:** Approve Ordinance 24-19 for the Adoption of the 2020 National Electrical Code with Local Amendments.

**3) Agreement for Lease of Facilities and Animal Shelter Services.**

*Presented by: Christina Montgomery, City Attorney*

**Recommended Action:** Approve Agreement for Lease of Facilities and Animal Shelter Services

**4) Purchase of a Rear Load Solid Waste Collections Truck.**

*Presented by: Mark Detter, Assistant City Manager*

**Recommended Action:** Approve the purchase of a new rear-load truck from Key Equipment, in the amount of \$ 320,359.40.

**5) Memorandum of Understanding with Emporia State University ECSF.**

*Presented by: Trey Cocking, City Manager*

**Recommended Action:** Approve Memorandum of Understanding with Emporia State University ECSF.

## **COMMUNICATIONS**

*Presented by Trey Cocking, City Manager.*

- 1) Financials & Permits
- 2) June Budget
- 3) Applications for Unexpired Commission Term.

## **CONSENT AGENDA**

*Presented by Trey Cocking, City Manager.*

- 1) Commission Minutes for July 2, 2024.
- 2) Vacant Housing Rehabilitation Bid.
- 3) Accepting Sidewalk Easement for Industrial Park IV Project No. PV1907.

## **INFORMATIONAL ITEMS**

*Presented by Trey Cocking, City Manager.*

- 1) Informational Items

## **GOVERNING BODY COMMENTS**

Mayor Erren Harter

Vice Mayor

Commissioner Susan Brinkman

Commissioner Jamie Sauder

Commissioner Becky Smith

## **EXECUTIVE SESSION**

- 1) Recess into the Executive Session to discuss confidential matters of a third party for a potential development project for 20 minutes and to invite Tayler Wash, Special Projects Director; and Jim Witt, Interim RDA President, and stating at which time the open meeting will resume in the City Commission Meeting Room.

## **RECESS**

Recess to Conference Room 1AB for Study Session

## **STUDY SESSION AGENDA ITEMS**

- 1) Review Outside Appropriations Requests.
  - A. TGT Proposal from Emporia Main Street.
- 2) Budget Discussion/Revenue Neutral Rate.

## **ADJOURNMENT**



## Commission Action Report

Elect Vice Mayor

**Title:** Elect Vice Mayor

**Agenda Date:** July 17, 2024

**Presented By:** Christina Montgomery, City Attorney

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### **Background:**

Resolution No. 3693 establishes the procedure for selection and replacement of the mayor and vice mayor. When the office of mayor is vacated, the vice mayor shall serve as the mayor for the remainder of the year. After the advancement of the vice mayor, a new vice mayor must be elected from the members of the City Commission to serve for the remainder of the year.

### **Discussion:**

After the tragic loss of Mayor Danny Giefer, former Vice Mayor Erren Harter will serve as mayor for the remainder of the year. The City Commission is now tasked with choosing a new vice mayor to serve for the remainder of the year.

### **Recommended action:**

Vote to elect the vice mayor.

### **Attachments:**

Resolution No. 3693

## **RESOLUTION NO. 3693**

### **A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF EMPORIA, KANSAS ESTABLISHING THE PROCEDURE FOR SELECTION AND REPLACEMENT OF MAYOR AND VICE MAYOR.**

WHEREAS, the Governing Body of the City of Emporia annually selects from its membership a mayor and vice mayor; and

WHEREAS, it has been the tradition of the city commission to select as mayor the city commissioner who served as vice mayor during the previous year; and

WHEREAS, it has further been the tradition of the city commission in the year immediately following a general election to select the commissioner who received the highest number of votes as vice mayor and to select the commissioner who receives the second highest number of votes as vice mayor in the second year after a general election; and

WHEREAS, the Governing Body of the City of Emporia has determined that it is necessary and prudent to adopt a procedure for selection and replacement of mayor and vice mayor.

NOW, THEREFORE, BE IT RESOLVED, that the following procedures shall be followed for the selection of Mayor and Vice Mayor:

1. Initial Selection.
  - a. At the annual business meeting held in January of each year, the Governing Body shall elect from its membership a mayor and vice mayor to serve during the ensuing year.
  - b. The mayor shall preside over meetings of the Governing Body. The vice mayor shall preside in the absence of the mayor.
2. Vacation.
  - a. Should any mayor or vice mayor wish to vacate their position as mayor or vice mayor while continuing to serve as city commissioner, such mayor or vice mayor shall submit a letter to the city clerk stating such request.
  - b. Any such letter received by the city clerk shall be presented to the Governing Body at the next regularly scheduled meeting. The Governing Body shall vote to approve or reject the request.
  - c. Vacation of mayor or vice mayor position shall not impact an individual member's rights or responsibilities as a member of the governing body.
3. Removal.
  - a. If the mayor or vice mayor is unable or unwilling to satisfactorily fulfill their duties as mayor or vice mayor, the remaining members of the Governing Body may, by majority vote, remove a member from the position of mayor or vice mayor for the current year.
  - b. Removal as mayor or vice mayor shall not impact an individual member's rights or responsibilities as a member of the governing body.

4. Replacement.

- a. Should the current mayor vacate or be removed from position as mayor, the vice mayor shall serve as mayor for the remainder of the year and the Governing Body shall elect from its membership a new vice mayor.
- b. Should the current vice mayor vacate or be removed from position as vice mayor, the Governing Body shall elect from its membership a new vice mayor to serve for the remainder of the year.

This Resolution shall take effect immediately upon its passage.

APPROVED AND ADOPTED BY THE GOVERNING BODY OF THE CITY OF EMPORIA, KANSAS, this 15<sup>th</sup> day of February 2023.

Attest:

  
Kerry Sull, City Clerk



  
Danny Giefer, Mayor



## Commission Action Report

### Ordinance No. 24-19 Adoption of 2020 National Electrical Code

**Title:** Ordinance No. 24-19 Adoption of 2020 National Electrical Code

**Agenda Date:** July 17, 2024

**Presented By:** Kory Krause/Director of Building and Neighborhood Development

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#### **Background:**

As per our conversation at the June 18<sup>th</sup> study session, the commission moved forward with the adoption of the 2020 National Electrical Code which will replace the current 2011 National Electrical Code. The 2020 NEC will complement the upcoming adoption of the 2021 International Residential Code and the 2021 International Building Code. It takes approximately four (4) to five (5) months to review each separate code in a code cycle, which is the residential, building, electrical, plumbing, and mechanical codes. Essentially, it takes about two (2) years to adopt a code cycle, such as the 2021 codes.

#### **Discussion:**

None

#### **Financial considerations:**

Cost of ordinance publication in the newspaper.

#### **Recommended action:**

Approve Ordinance 24-19 for the Adoption of the 2020 National Electrical Code with local amendments.

#### **Attachments:**

Ordinance 24-19 adopting the 2020 National Electrical Code

Article VI. Electrical Code, 2024 Building and Construction Regulations pertaining to the 2020 NEC.

## ORDINANCE NO. 24-19

**AN ORDINANCE ADOPTING AND INCORPORATING BY REFERENCE THE BUILDING AND CONSTRUCTION REGULATIONS, 2024 EDITION; THE INTERNATIONAL RESIDENTIAL CODE, 2015 EDITION; THE INTERNATIONAL BUILDING CODE, 2015 EDITION; THE NATIONAL ELECTRICAL CODE, 2020 EDITION; THE UNIFORM MECHANICAL CODE, 2021 EDITION; AND THE UNIFORM PLUMBING CODE, 2021 EDITION; AMENDING SECTION 8-3 OF THE CODE OF THE CITY OF EMPORIA, KANSAS.**

BE IT ORDAINED by the Governing Body of the City of Emporia, Kansas, that the following be passed and adopted:

Section 1. Section 8-3 of the Code of the City of Emporia, Kansas, 1983, as amended, is hereby amended to read as follows:

**“Sec. 8-3. Adoption Of Building and Construction Regulations, International Residential Code, International Building Code, National Electrical Code, Uniform Mechanical Code, and Uniform Plumbing Code:**

- (a) There is hereby incorporated by reference, for the purpose of regulating construction activities within the city, a standard ordinance entitled *Building and Construction Regulations*, 2024 edition, prepared and published in book form by the building inspection department of the building and neighborhood development department of the city of Emporia, Kansas.
- (b) There is hereby incorporated by reference, for the purpose of regulating and governing the construction, alteration, movement, enlargement, replacement, repair, equipment, location, removal and demolition of detached one- and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories in height with separate means of egress in the City of Emporia; providing for the issuance of permits and collection of fees therefor, an ordinance entitled *International Residential Code*, 2015 edition, sponsored and published by International Code Council, Inc., 4051 Flossmoor Road, Country Club Hills, IL 60478, save and except for such sections, parts or portions as are omitted, deleted, modified, or changed as specified in Article IV of the *Building and Construction Regulations*, 2024 edition.
- (c) There is hereby incorporated by reference, for the purpose of regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use and the demolition of such structures in the City of Emporia; providing for the issuance of permits and collection of fees therefor, an ordinance entitled *International Building Code*, 2015 edition, sponsored and published by International Code Council, Inc., 4051 Flossmoor Road, Country Club Hills, IL 60478, save and except for such sections, parts or portions as are omitted, deleted, modified, or changed as specified in Article V of the *Building and Construction Regulations*, 2024 edition.

- (d) There is hereby incorporated by reference, for the purpose of practical safeguarding of persons and property from hazards arising from the use of electricity, provisions that are considered necessary for safety, compliance therewith and proper maintenance result in an installation that is essentially free from hazard but not necessarily efficient, convenient, or adequate for good service or future expansion of electrical use, an ordinance entitled *National Electrical Code*, 2020 edition, sponsored and published by National Fire Protection Association, One Batterymarch Park, Quincy, Massachusetts 02169-7471, save and except for such sections, parts or portions as are omitted, deleted, modified, or changed as specified in Article VI of the *Building and Construction Regulations*, 2024 edition.
- (e) There is hereby incorporated by reference for the purpose of establishing technical standards and rules and regulations controlling the construction, alteration, removal, equipping, use and occupancy, location and maintenance of all buildings and structures within the corporate limits of the city, and included within the building and construction regulations, an ordinance entitled *Uniform Mechanical Code*, 2021 edition, sponsored and published by the International Association of Plumbing and Mechanical Officials, 4755 E. Philadelphia Street, Ontario, CA 91761-2816, save and except for such sections, parts or portions as are omitted, deleted, modified or changed as specified in Article VII of the *Building and Construction Regulations*, 2024 edition.
- (f) There is hereby incorporated by reference for the purpose of establishing technical standards and rules and regulations controlling the construction, alteration, removal, equipping, use and occupancy, location and maintenance of all buildings and structures within the corporate limits of the city, and included within the building and construction regulations, an ordinance entitled *Uniform Plumbing Code*, 2021 edition, sponsored and published by the International Association of Plumbing and Mechanical Officials, 4755 E. Philadelphia Street, Ontario, CA 91761-2816, save and except for such sections, parts or portions as are omitted, deleted, modified or changed as specified in Article VIII of the *Building and Construction Regulations*, 2024 edition.
- (g) Not less than two (2) copies of said incorporated standard ordinances referenced in sections (a) through (f) shall be marked or stamped “Official Copy as incorporated by Section 8-3 of the Code of the City of Emporia, Kansas”, and to which shall be attached a copy of this section and the same shall be filed with the city clerk to be open to inspection and available to the public at all reasonable hours. The police department, municipal judge, and all administrative departments of the city charged with the enforcement of any such ordinance shall be supplied, at the cost of the city, such number of official copies of such building and construction regulations similarly marked, as may be deemed expedient.
- (h) It is unlawful for any person to violate any of the provisions of this ordinance.

(Ord. 89-9, § 1, 4-5-1989; Ord. 00-22, § 1, 4-20-2000; Ord. 01-09, § 1, 4-4-2001; Ord. 09-33, §§ 1, 3, 12-2-2009 1 ; Ord. 15-34, 12-16-2015; Ord. 18-06, § 1, 2-21-2018; Ord. 19-24, § 1, 10-16-2019; Ord. 23-34, § 1, 11-1-2023; Ord. 24-19, § 1, 07-17-2024)”

Section 2. That Section 8-3 of the Code of the City of Emporia, Kansas as it existed prior to the adoption of this ordinance is hereby repealed.



Section 3. That Section 8-4 of the Code of the City of Emporia, Kansas is hereby repealed.

Section 4. That Section 8-4.1 of the Code of the City of Emporia, Kansas is hereby repealed.

Section 5. That Section 8-5 of the Code of the City of Emporia, Kansas is hereby repealed.

Section 6. This ordinance shall take effect upon its publication in the official City newspaper.

Section 7. The provisions of this ordinance shall be included and incorporated in the Code of Ordinances of the City of Emporia, KS as an addition or amendment thereto and shall be appropriately renumbered to conform to the uniform numbering system of the Code.

PASSED AND APPROVED by the Governing Body of the City of Emporia, Kansas this 17<sup>th</sup> day of July 2024.

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Erren Harter, Mayor

ATTEST:

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Kerry Sull, City Clerk

## **ARTICLE VI. ELECTRICAL CODE**

### **DIVISION 1. GENERALLY**

#### **Section 1. General.**

1. Electrical Wiring and Equipment. All electrical wiring and equipment that is installed repaired, altered, replaced or connected thereto in any building or structure, old or new, or upon any premise shall conform to the requirements of this article, the laws of the state, and approved standards of safety for persons or property.
2. Requirements. Requirements for the administration, permits and inspections, licenses and certifications, and enforcement of this article are to be found in Articles I, II, and III of these regulations.
3. Exception: when existing wiring methods that will not properly operate with GFCI and AFCI products, such as knob and tube wiring. The electrical wiring and equipment that is installed repaired, altered, replaced, or connected thereto shall not lessen the requirements of safely operating the electrical wiring method of that structure.

### **DIVISION 2. TECHNICAL STANDARDS**

#### **Section 2. National Electrical Code.** Adopted by reference.

For the purpose of establishing rules and regulations for the installation, alteration, repair and maintenance of electrical wiring and equipment within the city, the National Electrical Code (NFPA 70-2011), sponsored by the National Fire Protection Association, One Batterymarch Park, Quincy, Massachusetts 02169-7471, is hereby incorporated by reference in this article and shall be the technical standard controlling in the installation of all wiring and equipment within the corporate limits of the city.

#### **Section 3. Amendments and deletions.**

1. Amendments. The 2020 edition of the National Electrical Code is amended in the following respect:
  - a. **Article 110, Requirements for Electrical Installations** shall be amended in the following respect:
    - (1) **110.14(A) Terminals.**  
Connection of conductors to terminal parts shall ensure a mechanically secure electrical connection without damaging the conductors and shall be made by means of pressure connectors (including set-screw type), solder lugs, or splices to

flexible leads. Connection by means of wire-binding screws or studs and nuts that have upturned lugs or the equivalent shall be permitted for 10 AWG or smaller conductors.

Terminals for more than one conductor and terminals used to connect aluminum shall be so identified.

b. **Article 210, Branch Circuits** is amended in the following respect:

(1) **210.8(F) Outdoor Outlets.**

For dwellings, all outdoor outlets, other than those covered in [210.8\(A\)](#), Exception No. 1, including outlets installed in the following locations, and supplied by single-phase branch circuits rated 150 volts or less to ground, 50 amperes or less, shall be provided with GFCI protection:

- (1) Garages that have floors located at or below grade level
- (2) Accessory buildings
- (3) Boathouses

If equipment supplied by an outlet covered under the requirements of this section is replaced, the outlet shall be supplied with GFCI protection.

*Exception No. 1: GFCI protection shall not be required on lighting outlets other than those covered in [210.8\(C\)](#).*

*Exception No. 2: GFCI protection shall not be required for listed HVAC equipment. This exception shall expire September 1, 2026.*

c. **Article 215, Feeders** is amended in the following respect:

(1) **Article 215.2, Minimum Rating and Size, (A) Feeders Not More Than 1000 Volts**, is amended by adding a new sub-item (4) to read as follows:

- (4) **Encasement of Feeder conductors.** Feeder conductors for residential occupancies, except one- and two-family dwellings, that supply a panel, sub-panel, or switch board with overcurrent protection of 100 amperes or greater shall be encased as required by Article 230.50 (B) (1). Such feeder conductors shall have overcurrent protection as required by Article 215.3.

Note: MC cable shall be considered encased.

d. **Article 230, Services** is amended in the following respect:

**I. General**

**Article 230.2, Number of Services** is amended by adding the following

paragraph:

A building or other structure served shall be supplied by only one (1) service. When considering an area, lot, or other property designed or zoned as single-family residential use, all structures including accessory buildings shall be considered as being one (1) building.

- (2) **Article 230.24, Clearances, (B) Vertical Clearance for Overhead Service Conductors** is amended to read as follows:

**(B) Vertical Clearance for Overhead Service Conductors.** Overhead service-drop conductors, where not in excess of 1000 volts, nominal, shall have the following minimum clearance from final grade:

- (1) 3.0 m (10 ft.) - at the electric service entrance to buildings, also at the lowest point of the drip loop of the building electric entrance, and above areas or sidewalks accessible only to pedestrians, measured from final grade or other accessible surface only for service-drop cables supported on and cabled together with a grounded bare messenger where the voltage does not exceed 150 volts to ground.
- (2) 3.7 m (12 ft.) - for those areas over residential property and sidewalks accessible only to pedestrians where the voltage does not exceed 300 volts to ground.
- (3) 4.5 m (15 ft.) - for those areas over residential driveways where the voltage is limited to 300 volts to ground.
- (4) 5.5 m (18 ft.) - over public streets, alleys, roads, parking areas subject to truck traffic, driveways on other than residential property, and other land traversed by vehicles such as cultivated, grazing, forest, and orchard.

**Exception:** For commercial areas not subject to truck traffic, a reduced clearance to 4.5 m (15 ft.) may be allowed, providing approval has first been obtained from the local utility provider.

- (3) **Article 230.54, Overhead Service Locations**, is amended by adding new sub-item (H) to read as follows:

**(H) Encasement of the Service Conductors from the Service Head to Service Equipment**

- (1) **Protection.** Service conductors shall be encased in no less than one and one-quarter (1 1/4) inch rigid metal conduit, intermediate metal conduit, rigid nonmetallic conduit, or electrical metallic tubing, from

the service head to the meter and shall be protected as in Article 230.50 from the meter socket to the point of attachment to the service equipment.

**Exception:** Through the roof installations supporting roof risers shall be a minimum two (2) inch galvanized rigid steel conduit and shall be installed according to the local utility provider's 'Overhead Service Support Mast Assembly and Service Entrance Details'.

(4) **VI. Service Equipment - Disconnecting Means**

**Article 230.70, General, (A) Location,** is amended by adding the following exception.

**Exception:** In basements and similar locations, the service disconnecting means shall be located no more than forty-eight (48) inches from the point of entry of the service conductors.

(5) **Article 230.71(B) Two to Six Service Disconnecting Means shall be amended in its entirety to read:**

**230.71(B) Two to Six Service Disconnecting Means.**

Two to six service disconnects shall be permitted for each service permitted by [230.2](#) or for each set of service-entrance conductors permitted by [230.40](#), Exception No. 1, 3, 4, or 5. The two to six service disconnecting means shall be permitted to consist of a combination of any of the following:

- (1) Separate enclosures with a main service disconnecting means in each enclosure
- (2) Panelboards with a main service disconnecting means in each panelboard enclosure
- (3) Switchboard(s) where there is only one service disconnect in each separate vertical section with barriers provided between each vertical section to maintain the inadvertent contact protection required in [230.62](#) based on access from the adjacent section(s)
- (4) Service disconnects in switchgear, transfer switches, or metering centers where each disconnect is located in a separate compartment
- (5) Metering centers with a main service disconnecting means in each metering center
- (6) Motor control center(s) where there is only one service disconnect in a motor control center unit and a maximum of two service disconnects provided in a single motor control center with barriers provided between each motor control center unit or compartment containing a service disconnect to maintain the inadvertent contact protection required

in [230.62](#) based on access from adjacent motor control center unit(s) or compartment(s)

*Exception to (2), (3), (4), (5), and (6): Existing service equipment, installed in compliance with previous editions of this Code that permitted multiple service disconnecting means in a single enclosure, section, or compartment, shall be permitted to contain a maximum of six service disconnecting means.*

- (6) **Article 230.72, Grouping of Disconnects, (C) Access to Occupants**, is amended by adding the following exception:

**Exception 2:** In multi-occupancy buildings, each tenant space shall be provided with direct access to their service disconnect. If said disconnect is located outside of the tenant space, then such disconnect shall be capable of being locked in the open position.

- e. **Article 240, Overcurrent Protection** is amended by adding Article 240.84 to read as follows:

**240.84. Circuit Breaker Size.** The circuit breaker shall be full modular size and shape to occupy one (1) full space of the panel board. Tandem (slimline), twin, or mini breaker type or any circuit breaker that can be used to increase the number of circuits of which a panel board is designed shall not be installed in new or existing construction unless specified by the panelboard manufacturer.

- f. **Article 250, Grounding and Bonding**, is amended in the following respects:

**Article 250.50, Grounding Electrode System**, is amended by adding the following paragraph to read as follows:

(1)(a) For existing buildings, the grounding electrodes shall be installed as specified in 250.52(A)(1) and 250.52(A)(5).

**Article 250.52, Grounding Electrodes, (A) Electrodes Permitted for Grounding, (5) Rod and Pipe Electrodes**, is amended by adding sub-item (c) to read as follows:

(2)(c) The driven electrode shall be readily identifiable and located in sight of the meter socket.

- g. **Article 408 - Switchboards and Panelboards** is amended by adding a new paragraph to Article 408.54 to read as follows:

**408.54. Maximum Number of Overcurrent Devices.** The panelboard shall be of a size large enough to allow the installation of all circuit overcurrent devices required for the present installation and at least two (2) additional spaces for two

hundred twenty (220) volt two-pole circuit overcurrent devices for future use.

- h. **Chapter 5, Special Occupancies**, is amended by inserting the following statement directly beneath the title:

**SPECIAL OCCUPANCIES.**

The fixed wiring method shall be metal raceways in the following cases:

- (1) All commercial and industrial zoning districts, except for mobile homes authorized by the zoning regulations as temporary use, and residential uses as defined by the Building Code.
- (2) Places of assembly, as per the Building Code.
- (3) Non-residential uses in any residential district.

**Exception:** Non-metallic raceways may be used where combustible construction is allowed under the current adopted Building Code.

i. **Article 590, Temporary Installations**

**Article 590.4, General**, is amended by adding the following paragraph to read as follows:

**590.4 (C) Temporary Services for Construction Sites.** Temporary services may be granted at construction sites prior to installation of service equipment in its permanent location as long as the installation of such temporary service shall comply with all the provisions of this code and as per the local utility provider's requirements.

1. Deletions. The 2014 edition of the National Electric Code is hereby deleted in the following respects:
  - a. **Article 230.43, Wiring Methods for 1000 Volts, Nominal, or Less**, is amended by deleting the following categories:
    - (1) Open wiring on insulators;
    - (2) Type IGS cable;
    - (6) Electrical nonmetallic tubing (ENT);
    - (7) Service-entrance cables;
    - (13) Type MC cable;
    - (14) Mineral-insulated, metal-sheathed cable;
    - (15) Flexible metal conduit not over 1.8 m (6 ft.) long or liquidtight flexible metal conduit not over 1.8 m (6 ft.) long between raceways, or between

raceway and service equipment, with equipment bonding jumper routed with the flexible metal conduit or the liquidtight flexible metal conduit according to the provisions of 250.102(A), (B), (C) and (E)

- (16) Liquid-tight flexible nonmetallic conduit
- (17) High density polyethylene conduit (HDPE)
- (18) Nonmetallic underground conduit with conductors (NUCC)
- (19) Reinforced thermosetting resin conduit (RTRC)

b. **Article 518.4, Wiring Methods, (B) Nonrated Construction**, is amended by deleting the following item: Nonmetallic-sheathed cable.

c. **Article 520.5, Wiring Methods, (C) Nonrated Construction**, is amended by deleting the following item: Nonmetallic-sheathed cable.

#### **Section 4. Wiring not to interfere with fire department or fire escapes.**

No electrical wiring and equipment shall be installed over any street, alley, sidewalk or building in the city in such a manner that it may substantially interfere with the work of the fire department in the use of ladders or other fire-fighting apparatus, or which obstructs or renders hazardous the use of fire escape.

#### **Section 5 -- Section 11. Reserved.**







## Commission Action Report

### Agreement for Lease of Facilities and Animal Shelter Services

**Title:** Agreement for Lease of Facilities and Animal Shelter Services

**Agenda Date:** July 17, 2024

**Presented By:** Christina Montgomery, City Attorney

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#### Background:

Following a Request for Proposals, the City Commission selected Prairie Paws Animal Shelter, Inc. to operate the Emporia Animal Shelter after expiration of the current contract. Prairie Paws submitted the lowest overall proposal as well as the lowest percentage of budgeted funds to be paid by the City. Prairie Paws currently manages animal shelters in Ottawa and Manhattan.

#### Discussion:

City staff and Prairie Paws have prepared contract terms for the lease and operation of the Emporia Animal Shelter. Under the terms of the agreement, the City will lease the facility to Prairie Paws and provide water, sewer, trash, phone, and internet service. Prairie Paws will pay for electricity and gas. Prairie Paws will be responsible for general maintenance of the facility. Prairie Paws may request City assistance for large improvement projects, but the City will not be obligated to contribute.

Prairie Paws will operate the animal shelter and provide core services including EPD impounds, owner surrenders, bite quarantines, routine veterinary care, and adoptions. Prairie Paws will be responsible to maintain shelter licensing, maintain adequate staff, maintain a shelter volunteer program, and provide public hours of operation at least 5 days per week including weekend and evening hours. Prairie Paws will maintain financial records and submit an annual report and presentation to the City Commission

Prairie Paws will provide the following additional services beyond the scope of the RFP:

- Assist with implementation of the pet registration program.
- Subcontract with vet clinic to provide stabilizing emergency care for animals seized by EPD.
- House animals subject to court hold order of impoundment pending trial on charges of vicious animal or animal cruelty.

#### Financial considerations:

The City will pay Prairie Paws an annual fee for provision of Core Services at the following rates:

- Initial Transition Services fee: \$4,533
- Remainder of 2024: \$64,500.00      monthly: \$12,900.00
- 2025 annual: \$157,896.00      monthly: \$13,158.00 (2% increase)
- 2026 annual: \$161,054.00      monthly: \$13,421.16 (2% increase)

The City will pay for additional services as follows:

- stabilizing emergency veterinary care for animals seized by EPD: up to \$500 per occurrence
- \$20/day boarding fees for court hold animals in the event an owner is not ordered to pay shelter fees

#### Recommended action:

Approve Agreement for Lease of Facilities and Animal Shelter Services with Prairie Paws Animal Shelter Inc.

#### Attachments:

Agreement for Lease of Facilities and Animal Shelter Services with Prairie Paws Animal Shelter Inc.

**AGREEMENT FOR LEASE OF FACILITIES  
AND ANIMAL SHELTER SERVICES**

This Agreement is hereby entered into this 17<sup>th</sup> day of July 2024, by and between the City of Emporia, Kansas, a municipal corporation (“City”), and Prairie Paws Animal Shelter Inc., a Kansas not-for-profit corporation (“PPAS”).

**WHEREAS**, the site of the Emporia Animal Shelter is owned by the City and includes a primary building, fenced outdoor space, parking areas, furnishings and equipment; and,

**WHEREAS**, the City contracts for the management of the Emporia Animal Shelter, where the City houses certain animals that are strays, abandoned, or have been surrendered by their owners, as well as animals impounded by the City; and,

**WHEREAS**, the City seeks a qualified contractor to assume responsibility for the operations of the Emporia Animal Shelter, including a lease of the facilities; and,

**WHEREAS**, PPAS is qualified and willing to assume such responsibility.

**NOW THEREFORE**, in consideration of the mutual promises contained herein, the parties agree as follows:

**I. Definitions.**

For purposes of this Agreement, the following terms will have the following meanings:

- A. **ACO** means a city animal control officer or EPD officer performing animal control duties.
- B. **Additional Services** means the services set forth in Section V of this Agreement.
- C. **Agreement** means this Agreement for Lease of Facilities and Animal Shelter Services, as may be amended and including all exhibits and attachments incorporated by reference.
- D. **City** means the City of Emporia, Kansas, a municipal corporation and a party to this Agreement.
- E. **City Code** means the *Code of the City of Emporia, Kansas*.
- F. **Core Services** means the services set forth in Section III of this Agreement.
- G. **EPD** means the Emporia Police Department.
- H. **Facilities** means the City-owned land, buildings, and other structures and equipment located at 1216 Hatcher St, Emporia, Kansas, and described more comprehensively on Exhibit A, attached hereto.

- I. **PPAS** means Prairie Paws Animal Shelter Inc., a Kansas not-for-profit corporation and a party to this Agreement.
- J. **Responsible Person** means the person with specific authority as set forth in this Agreement. For PPAS, the Responsible Person is Vanessa Cowie, Executive Director. For the City, the Responsible Person is Ed Owens, Police Chief.

## II. Facilities.

PPAS will lease the Facilities from the City subject to the following requirements and limitations:

- A. **Name of Facilities.** The Facilities are named the Emporia Animal Shelter. PPAS may incorporate its own business name or branding into publicity regarding its activities at the Facilities but should also refer to the operation of the Facilities as a private contractor.
- B. **Use of Facilities.** The Facilities are leased pursuant to this Agreement. Facilities will be used primarily for PPAS' provision of services to the City pursuant to this Agreement. To the extent PPAS has excess capacity at the Facilities beyond the City's needs, the Facilities may be utilized for other purposes aligned with PPAS' pet-animal welfare mission, subject to the approval of City administration, which will not be unreasonably withheld. The City will not approve use of the Facilities in a manner that overtly competes with private business providing services to the public. It shall be a rebuttable presumption that animal welfare services offered are designed to not, and inherently do not, compete with private businesses providing those same services.
- C. **Effective date.** The effective date of PPAS' lease of the Facilities will be the date the parties agree to commence Transition Services, as set forth in Paragraph V of this Agreement, and its termination date will be the same as the termination date of this Agreement.
- D. **Scope.** The leased premises governed by this Agreement includes the entirety of the Facilities, including improvements and fixtures within and upon the buildings and structures thereon, which will remain the property of the City at the termination of this Agreement.
- E. **Personal property.** PPAS will retain title to all personal property, other than fixtures, which it owns and which is located within the Facilities at all times and after termination of this Agreement. Within 3 business days of PPAS taking possession of the Facilities, the parties will create a list of personal property located at PPAS titled Property Inventory and their Responsible Persons will approve such list in writing. Any personal property listed on the Property Inventory, or attached or fixed to the premises, so as to become fixtures under the laws of Kansas, is owned by the City and will not be removed by PPAS at the expiration or termination of this Agreement without the prior written consent of the City. PPAS is free to use the personal property

listed on the Property Inventory in its delivery of the Services during the term of this Agreement, provided PPAS' use and maintenance of such property is reasonable and consistent with the industry standard, and provided that PPAS only removes such property from the Facilities for reasonable repair or for Shelter services use. PPAS may request the removal from the Facilities of any of the property listed on the Property Inventory and the City will make a reasonable effort to comply in a timely manner. Under no circumstances will PPAS sell or dispose of the City's property without the City's written consent.

- F. **Rent.** PPAS will pay rent to the City in the amount of \$1 annually, plus performance of the Core Services set forth in this Agreement, which together form valuable consideration.
- G. **Utilities.** PPAS will be responsible for certain utilities including electricity, gas, and any future utilities not otherwise contemplated in this Agreement. City will be responsible for providing water, sewer, trash collection service, telephone, internet connection, and fax service.
- H. **Insurance.** Insurance protection for fire and extended coverage on the buildings only will be provided by the City. PPAS will procure and maintain a policy of insurance to cover the personal property and contents of the buildings which belong to PPAS.
- I. **Property Tax.** While possessed and operated by the City, the Facilities are exempt from property tax. If this Agreement gives rise to a property tax obligation upon the Facilities, then such tax obligation will be the responsibility of PPAS.
- J. **Maintenance of Facilities.** PPAS shall inspect the Facilities within 3 business days after taking possession on the Transition Date as set forth in Paragraph V. During such 3-day period, PPAS will list any objection to the condition and repair of the Facilities. PPAS will be responsible for general maintenance and upkeep of Facilities.
  - 1. If PPAS identifies improvement projects for the Facilities, meaning construction of a new improvement or a comprehensive replacement or maintenance item, that exceed the regular maintenance of the Facilities as outlined in Paragraph II.J. above, PPAS will apply to the City for approval of the project and, where applicable, may apply for monetary contribution from the City. For projects with a total estimated cost less than or equal to \$20,000.00, PPAS will have full responsibility. For projects with a total estimated cost greater than \$20,000.00, the City will consider monetary contribution, but the City will be under no obligation to contribute
  - 2. No alterations or structural changes to the Facilities will be made by PPAS without the prior written consent of the City.
  - 3. Property attached or fixed to the premises, so as to become fixtures under the laws of Kansas, will not be removed by PPAS at the expiration or termination of this Agreement without the prior written consent of

- K. **Access.** The City will have the right to access the Facilities for inspection without prior notice and at any reasonable time, including but not limited to the hours the Facilities are open to the public or when staff is present on-site, or at any time and without notice to, or the consent of, PPAS, if the City has a reasonable belief that there is an imminent threat to the animals within the Facilities. This access excludes confidential organizational documents including but not limited to accounting, human resources, and legal documents.
- L. **Rights not limited.** This Agreement will not be construed to limit other rights belonging to the City under Kansas statute or other laws.

### III. Core Services.

Beginning August 1, 2024, PPAS will provide the Core Services to the City in exchange for use of the Facilities and for the fees set forth in Section VIII, and for no additional compensation. All fees charged to third parties in PPAS' provision of services, for example, owner surrender fees and adoption fees, must be consistent with the *Code of the City of Emporia, Kansas*, and approved by the City in writing. The Core Services are:

#### A. Animal Intake

**Circumstances.** PPAS will accept animals for housing under the following circumstances:

1. **Owner surrender of domestic animals.** PPAS will accept all dogs and cats surrendered by their owners, keepers, or harborers who reside in the City of Emporia. PPAS may regulate the admission of owned animals through an application and scheduled intake process and may utilize various surrender diversion programs including the provision of support services to owners.
2. **Stray animals.** PPAS will house dogs found running at large within the city limits of Emporia.
3. **Bite Quarantines.** PPAS will house animals subject to bite quarantine in accordance with the Rabies Control Requirements enacted by the Kansas Department of Health & Environment and by the Code of Ordinances of the City of Emporia.
4. **Impoundments.** PPAS will house animals seized by the City of Emporia ACO or EPD pursuant to the provisions of City Code or Kansas law. Animals seized by ACO or EPD are presumed to be reclaimed by an animal owner unless PPAS is notified that a court hold is ordered by ACO, EPD, Municipal Court, or District Court, in writing. City will provide adequate notice of impoundment if there is a known owner for the animal impounded. PPAS will allow five days from the date of impound for the owner to reclaim. Acceptance of impoundments is a Core Service.

5. **Court Holds.** ACO, EPD, Emporia Municipal Court, or Lyon County District Court will notify PPAS in writing if an animal is ordered to be held in the shelter pending trial or hearing for a City Code or Kansas law violation. Dogs under court hold will remain impounded until EPD, the Municipal Court, or the District Court provides written notice that a dog subject to court hold may be reclaimed by its owner, or that a dog subject to court hold must be euthanized. Daily boarding fees may be charged for such animals housed pursuant to court hold as described in Section IV.
6. **Sick and Injured Animal Impoundments.** Animals seized by ACO or EPD who are acutely ill or severely injured at the initiation of impoundment, and whose care cannot be managed by PPAS staff, shall be transported to a subcontracted veterinarian for care. This includes after hours impoundments by ACO and EPD. If an owner is identified, the cost for emergency veterinary services shall be the responsibility of the owner. In the event the owner cannot be identified, City shall reimburse PPAS up to \$500 per occurrence for stabilizing emergency treatment or euthanasia as recommended by a veterinary professional, upon receipt of invoice. PPAS shall be responsible for additional or ongoing care and for stabilizing emergency treatment over \$500 per occurrence.
7. **Exceptions.** PPAS may decline to accept an owner surrender or stray animal which it would otherwise be required to accept under this Agreement, provided that:
  - a. Shelter either 1) lacks the necessary facility space for the animal, or 2) such animal has a health or behavioral condition that requires special accommodations, and such accommodations are unavailable; and,
  - b. Shelter has made all reasonable efforts to remediate the circumstances preventing its acceptance of the animal.
8. **Animal population management.** PPAS will prioritize provision of services to the City under this Agreement. Refrain from accepting animals through other channels if such acceptance compromises PPAS' ability to fulfill its obligations to the City. If PPAS is nearing capacity or at full capacity, notify the City. Nearing capacity shall refer to when the number of animals housed at the Facilities exceeds industry recommendations based on the level of available staffing. Full capacity shall refer to when there are no usable kennels at the Facilities for a certain category or species of animal.
9. **Intake Services.** PPAS will conduct the following intake services:
  - a. Assess the health and well-being of each animal and escalate to a veterinarian if necessary for signs of injury or illness.
  - b. Perform a microchip scan of stray animals and attempt to contact owners when owner information is known or discovered.

- c. Record any known medical or behavioral history and observations of current behavior and physical condition.
- d. Document animal's description (physical description, sex, age), health, health observations, behavior observations, and any known medical or behavioral history in data management system within 24 hours of receiving each animal.
- e. Identify each animal with a detailed kennel card and appropriate signage when necessary.
- f. Administer initial vaccinations and parasite treatment.
- g. Utilize medical quarantine and behavior isolation and evaluation as appropriate to protect PPAS animal population and the people working at or visiting the facility.
- h. Hold each stray animal for a minimum of three days to give the owner an opportunity to reclaim the animal.
- i. Accommodate 24-hour access by the City's ACOs and EPD for the after-hours drop-off of animals PPAS is required to accept pursuant to this Agreement.

**B. Adoptions.**

- 1. Administer and maintain an adoption program that aligns with current industry standards and promotes the animal's physical and emotional needs.
- 2. Ensure that all dogs and cats are spayed or neutered before adoption or issued a voucher under K.S.A. §47-1731(a)(2).
- 3. When an adopter is a resident of the City of Emporia, make the adopter aware of the ordinances of the City that pertain to animals, limitations on the number of animals that may be owned at a single residence, and pet licensing requirements.
- 4. Assess appropriate adoption fees in accordance with the provisions of the *Code of the City of Emporia, Kansas*.

**C. Euthanasia and Disposal.**

- 1. Facilitate humane euthanasia of animals, if deemed appropriate following assessment by PPAS or if so ordered by the District or Municipal Court, using the most current, approved methods established by law.
- 2. Properly dispose of all dead animals in a sanitary manner that complies with applicable laws, regulations, and codes.



**D. Shelter Operations**

1. **Licenses.** Apply for and/or maintain the Animal Shelter Facility License under the Kansas Pet Animal Act and maintain a current veterinary care form and contingency plan forms on file with the Animal Facility Inspection Program. If performing activities that require a Veterinary Premise license, Facilities shall comply with the Kansas Veterinary Practices Act.
2. **Animal Care.** Provide ongoing animal care that includes appropriate food, water, shelter, exercise, and enrichment to all sheltered animals.
3. **Veterinary care.** Continuously assess the health and well-being of each animal and provide veterinary care as needed, performed by a licensed veterinarian or in accordance with written/verbal instructions provided by a licensed veterinarian. Veterinary services may include exams, parasite treatment, vaccination, medication administration, spay and neuter services, surgeries, emergency care, and other treatment of disease or injuries as needed.
4. **Equipment.** Maintain and properly clean kennels, cages, exercise areas, and other animal care equipment.
5. **Janitorial.** Perform regular janitorial services throughout the facility including public and staff areas.
6. **Staff.** Maintain appropriate staffing levels to accomplish the carrying out of the responsibilities under this Agreement.
7. **Volunteers.** Maintain a shelter volunteer program including policies and procedures outlining allowable and non-allowable activities.
8. **Procedures.** Administer and operate consistent and uniform policies and procedures that promote the health and safety of all animals, staff, volunteers, the public, and law enforcement. This includes following all Federal, State, and Local rules and regulations applicable to shelter operations.
9. **Owner Reclamation.** When an animal in PPAS' possession is reclaimed by its owner, PPAS may assess fees to the owner in accordance with the provisions of the *Code of the City of Emporia, Kansas*. If the owner resides in the City of Emporia and the animal was not licensed, PPAS will provide the owner with written information regarding City registration requirements.
10. **Operating Hours.** Provide public hours of operation at least five days per week for a minimum of 40 hours per week, including evening and weekend hours.
11. **Collaborate with ACOs.** Work in conjunction with the City's ACOs

and the EPD in its enforcement of City ordinances, as required, including allowing 24-hour access to a portion of the Facilities for after-hours drop off of animals.

12. **Pet Registration.** Assist the City in implementation of the pet registration program in accordance with the provisions of the *Code of the City of Emporia, Kansas*.
13. **Meetings.** The PPAS and City Responsible Persons, and other individuals as deemed appropriate, shall meet at least twice each year to discuss shelter operations as outlined in III(F)(4). Either party may request additional meetings at any time.

**E. Community Outreach**

1. **Intake Reduction Programs.** PPAS shall strive to utilize intake reduction programs which may include, but not limited to, low-cost public Spay/Neuter program, community cat TNR program, and community vaccine and microchip clinics.
2. **Website.** Maintain or utilize a website that includes promoting the reunification and adoption of animals through animal pictures, profiles, and other applicable information.
3. **Education.** Provide adopters and the general public with information regarding local animal laws, animal behavior resources, veterinary clinics, and free or low-cost vaccination and spay/neuter services.

**F. Reports and Records**

1. Document and report any incidents of bites, mishandling of animals, or other non-routine activity.
2. Maintain records and track all animals in a data management system and provide monthly reporting on operations to City of Emporia. Shelter will track and report on the metrics listed in Exhibit B.
3. Promptly respond to communication from the City with detailed, accurate information related to PPAS' performance of this Agreement. Allow the City, with reasonable notice, to access PPAS' records related to this Agreement to view relevant data and ensure compliance with this Agreement.
4. Beginning in 2025, prepare and deliver an annual report in the first quarter of each year, and present report information and other shelter updates at a subsequent City Commission meeting.
5. Manage data associated with animal intakes and adoptions using Shelterluv or another system approved by the City.
6. Allow the City's ACOs reasonable access to selected data management

system to review records in order to efficiently fulfill each party's responsibilities under this Agreement.

7. At the termination of this Agreement and in a manner acceptable to the City, transfer to the City the ownership and possession of all animal-related electronic records stored by PPAS's data management system.

#### **IV. Additional Services.**

- A. Daily boarding charges for animals found in Emporia city limits, seized by EPD, and required by EPD to be held pending hearing or trial for law violations shall be assessed to defendants as a cost of the case upon a finding of guilt. Any costs collected by the Municipal Court, including cash or performance bonds, designated for the care of the animal shall be transferred to PPAS to pay the cost of the care of the animal. In the event an owner or harbinger is not ordered by the court to pay such expenses for care of the animal, daily boarding charges for animals subject to court hold may be assessed to the City as an Additional Service for each day an animal is subject to such holding requirement. PPAS agrees to move for swift disposition of animals including but not limited to filing a civil asset forfeiture petition as allowed by law.
- B. PPAS may provide other additional services upon the request of the City, subject to a reasonable fee determined by PPAS and consented to by the City in advance of PPAS's provision of the Additional Service. PPAS may not assess fees for Additional Services unless the provision of such service was expressly consented to. When the City requests Additional Services, PPAS may agree to provide, or decline to provide, such Additional Services at its sole discretion.

#### **V. Transition Services.**

Prior to PPAS commencing the Core Services, while the Humane Society of the Flint Hills retains possession of the Facilities and continues operating the animal shelter, PPAS will engage in the process of establishing and implementing the staff, procedures, and other logistical considerations of commencing the Core Services. The City will provide information necessary to accommodate the management transition to PPAS. PPAS will take possession of the Facilities as part of the Transition Services (such date, the "Transition Date"). The Transition Date will be August 1, 2024. On the Transition Date, PPAS will acquire ownership of any shelter animals owned by the City of Emporia. Starting on the Transition Date, PPAS will conduct at least limited operations, including management of the Facilities, caring for the animal population, and accepting stray and impounded animals from the City's ACOs and EPD officers.

#### **VI. City's Responsibilities**

- A. Allow PPAS to retain all fees collected from the public.
- B. ACO's will perform a microchip scan of stray animals and attempt to contact owners when owner information is known or discovered.
- C. Deliver animals in a specially designated intake area and provide a legible, complete intake form for each animal presented to PPAS on a form provided by

PPAS and approved by the City. The intake form attached hereto as Exhibit C will be used by PPAS initially, but may be modified with the approval of the City's Responsible Person.

- D. Provide timely information on Emporia Municipal Court hearings or trials that would impact disposition of an impounded animal by PPAS and give PPAS written notice when the period of impoundment concludes.
- E. Promptly pay PPAS all fees to which it is entitled as set forth in this Agreement.

## **VII. Insurance and Indemnification**

- A. In addition to the insurance provisions set forth in Paragraph II.H., PPAS will purchase and maintain, at its expense, insurance coverage as set forth herein for the term of this Agreement. The failure to purchase and maintain the minimum insurance required herein will constitute a material breach of this Agreement upon which the City may immediately terminate or suspend this Agreement. Compliance with the requirements to purchase and maintain insurance will not in any manner limit or qualify the liability and obligations otherwise assumed by PPAS. PPAS will furnish any or all insurance certificates to the City, as requested by the City. Insurance Companies must be rated a minimum "A-" by the Best's Key Rating Guide's latest edition.
- B. PPAS will purchase and maintain insurance of the following types of coverage and limits of liability:
  - 1. Commercial General Liability (CGL) on an "occurrence" basis for bodily injury and property damage that may arise out of or result from PPAS' operations under this Agreement. Such insurance shall include each of the following:
    - a. At a minimum, the following limits and coverages:
      - \$1,000,000 each occurrence,
      - \$2,000,000 general aggregate.
    - b. City of Emporia, Kansas will be included as an additional insured on the CGL. This insurance for the additional insured will be as broad as the insurance for the named insured PPAS and will contain a severability or separation of insureds clause. This insurance will be primary and non-contributing to any insurance available to the PPAS, its employees, agents, and representatives.
    - c. CGL coverage will be maintained for PPAS and all additional insureds for the duration of the term of this Agreement.
  - 2. Workers' Compensation Insurance, including employer's liability, for all persons whom PPAS employs (or uses as subcontract labor if the subcontractor is uninsured) in carrying out any work. Such insurance shall be in strict compliance with the requirements of the most current and applicable workers' compensation insurance laws in effect from time to time in the state of Kansas, and shall include the following:

- a. Coverage A (Workers' Compensation) – Statutory
  - b. Coverage B (Employer's Liability) At a minimum, the following limits and coverages: \$500,000 for each accident, for bodily injury by accident; \$500,000 for each employee, for bodily injury by disease; and \$500,000 for each disease policy limit.
- C. Shelter will provide, prior to the provision of any services, a certificate of insurance illustrating compliance with the insurance requirements outlined above. This certificate and the insurance policies required will contain a provision that coverage afforded under the policies will not be cancelled or allowed to expire until at least 30 days prior written notice has been given to the City of Emporia, Kansas, Attn: Janet Harouff, Finance Director, City of Emporia, PO Box 928, Emporia, KS 66801.
- D. The Parties agree and acknowledge that Shelter is performing a traditional governmental function authorized by City pursuant to this Agreement.
- E. Shelter will indemnify and hold harmless the City, and its departments, elected officials, officers, employees and agents, from and against all liability, suits, actions, proceedings, judgments, claims, losses, liens, damages, and injuries, (including attorneys' fees and other expenses of litigation, arbitration, mediation or appeal), which in whole or in part arise out of or have been connected with, Shelter's negligence, error, omission, recklessness, or wrongful or criminal conduct in the performance of Services, including performance by Shelter's employees, volunteers, agents, and subcontractors. Shelter is not obligated under this Section to indemnify City for the sole negligence of City.
- F. In no event must the language in this Section constitute or be construed as a waiver or limitation of City's rights or defenses, or Shelter's rights or defenses, with regard to sovereign immunity, governmental immunity, or other official immunities and protections as provided by the federal and state constitutions or by law.
- G. Shelter's obligation to indemnify and hold harmless will remain in effect and will be binding on Shelter whether such injury will accrue, or may be discovered, before or after termination of this Agreement.

## **VIII. Fees**

- A. The City will pay PPAS a one-time fee for the Transition Services in the amount of \$3,533.30 within thirty days of receipt of an itemized invoice for Transition Services.
- B. The City will pay PPAS an annual fee as consideration for providing Core Services beginning on the Transition Date and continuing throughout the term of this Agreement. The annual fee will be paid in monthly installments on or before the fifteenth day of each month, at the following rates:

| Year | Annual Fee | Monthly Fee |
|------|------------|-------------|
|------|------------|-------------|

|      |              |             |
|------|--------------|-------------|
| 2024 | \$64,500.00  | \$12,900.00 |
| 2025 | \$157,896.00 | \$13,158.00 |
| 2026 | \$161,054.00 | \$13,421.16 |

- C. If the Agreement is renewed for subsequent calendar years, as provided for in Section X, fees will be subject to a 2% annual escalation.
- D. Payment of any fees incurred for Additional Services as described in Section IV will be paid within thirty days of the City's receipt of an itemized invoice.
- E. PPAS may assess fees to animal owners in accordance with the provisions of the Code of the City of Emporia, Kansas.

#### **IX. Donations.**

When soliciting or collecting a donation, the parties will make efforts to ascertain whether the intended recipient of the donation is PPAS Animal Shelter or the City of Emporia for animal-related purposes. Donations made during a fundraising event will be presumed to be intended for the party hosting the event. PPAS will retain donations that are intended for PPAS. The City will retain donations that are addressed to Emporia Animal Shelter or to the City of Emporia for animal shelter purposes, or are otherwise generally addressed and delivered to or collected by the City, including all estate bequests, unless the donation is addressed to Prairie Paws Animal Shelter. If either party receives a donation to which the other party is entitled, the receiving party will promptly and securely transfer the donation to the other party. The City agrees to appropriate said funds toward funding PPAS, the Facilities, or any other obligation in this Agreement.

#### **X. Term & Termination**

- A. The effective date of this Agreement will be the date the Agreement is signed by both parties, and it will expire on **December 31, 2026**.
- B. This Agreement will automatically renew for subsequent, one-year terms, unless a party notifies the other of its intent not to renew the Agreement, and such notice is made at least 90 days in advance of the last day of the then-current term.
- C. Either party can terminate this Agreement upon 90 days' written notice for any reason. In the event of termination, the City's obligation to pay the fees provided for in Section VIII shall terminate, pro-rated to the termination date.
- D. **Renewal Gap Term.** Notwithstanding the expiration and non-renewal of the initial Term or any subsequent Renewal Term, the parties shall continue performance under this Agreement until City has a new contract in place with either PPAS or another provider or until either party terminates the Agreement by providing at least 90 days advance written notice.
- E. At the expiration or termination of this Agreement, PPAS is responsible for restoring the Facilities to a condition better than or equal to the condition on the effective date of this Agreement, subject to the wear and tear of ordinary use. The Facilities will be returned to the City's exclusive possession on the date of

expiration or termination, and PPAS will by that time have removed all its property from the Facilities, and all animals in its care except those found as strays within the city limits of the City of Emporia within three days of such date.

## **XI. Miscellaneous Provisions**

- A. Nothing in this Agreement shall limit or prevent PPAS from using pre-conviction forfeiture proceedings outlined in K.S.A. §21-6412(e) or 6414, et. seq., for disposition of impounded animals.
- B. PPAS is performing the Services provided for in this Agreement as an independent contractor. PPAS's fundraising, advertising, and promotional materials may not utilize the City's logo. If PPAS desires to mention the City by name in such materials it must first seek the City's written permission.
- C. PPAS agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 et seq.) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 et seq.) and the applicable provisions of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin, ancestry, or age in the admission or access to, or treatment or employment in, its programs and activities; (b) to include in all solicitations or advertisements for employees the phrase "equal opportunity employer;" (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the PPAS is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the Agreement may be cancelled, terminated or suspended, in whole or in part by City, without penalty thereto; and (f) if it is determined that PPAS has violated applicable provisions of the ADA, such violation shall constitute a breach of the Agreement and the Agreement may be cancelled, terminated or suspended, in whole or in part by City, without penalty thereto.
- D. Notices pursuant to this Agreement will be sent to the parties at the following addresses:

|                   |                             |
|-------------------|-----------------------------|
| City Clerk        | Prairie Paws Animal Shelter |
| P.O. Box 928      | 3173 Hwy K68                |
| Emporia, KS 66502 | Ottawa, KS 66067            |
- E. This Agreement will be governed by and construed in accordance with the laws of the State of Kansas.
- F. The parties agree any legal action arising out of this Agreement will be filed solely in Lyon County, Kansas, District Court, or the U.S. District Court of Kansas, as appropriate.
- G. This Agreement, including any exhibits or attachments incorporated herein by

reference, represents the entire Agreement and understanding between the parties, and this Agreement supersedes any prior negotiations, proposals or agreements. Unless otherwise provided in this Agreement, any amendment to this Agreement will be in writing and will be signed by the City and PPAS.

- H. If any part, term or provision of this Agreement, or any attachments or amendments hereto, is declared invalid, void, or enforceable, all remaining parts, terms and provisions will remain in full force and effect.
- I. The failure of either party to require performance of this Agreement will not affect such party's right to enforce the same. A waiver by either party of any provision or breach of this Agreement will be in writing. A written waiver will not affect the waiving party's rights with respect to any other provision or breach.
- J. Nothing in this Agreement will be construed to give any rights or benefits to any party other than the City and PPAS. The parties agree that the services to be performed by PPAS under the terms of this Agreement are personal and PPAS will not assign any interest in this Agreement without the City's prior written consent. If PPAS assigns an interest in this Agreement without the City's prior written consent, such assignment will be void, and City may immediately terminate or suspend this Agreement.
- K. Subject to Paragraph XI.H., this Agreement will be binding upon the heirs, executors, administrators, successors and assigns of the parties.
- L. The individuals signing this Agreement on behalf of each party have authority to bind their respective organizations to the terms of this Agreement.

**IN WITNESS WHEREOF**, the parties hereto have set their hands the day and year above written.

CITY OF EMPORIA:

PRAIRIE PAWS ANIMAL  
SHELTER INC.

---

Erren Harter, Mayor

---

Vanessa Cowie, Executive Director

ATTEST:

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Kerry Sull, City Clerk



**EXHIBIT A: DESCRIPTION OF FACILITIES**

Address of real estate:

1216 Hatcher Street, Emporia, KS 66801

General description of facilities:

The shelter facility consists of a primary building, grounds, and limited equipment. The primary building is 4,308 sq. ft. and includes staff office space, animal intake and exam area, storage, indoor dog kennels, indoor cat kennels, indoor spaces for interaction between potential adopters and adoptable animals, restrooms, and mechanical room. The property also includes fenced outdoor play/exercise area for dogs, and parking areas for staff and customers.

## **EXHIBIT B: REPORTING METRICS**

| <b>Industry Metric</b>     | <b>Definition</b>                                                                                                                                                                                                                                     | <b>Analytical Value</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Intake Volume           | The number of live animals admitted to the facility over time.                                                                                                                                                                                        | The number of intakes directly affects the cost of animal sheltering but also contributes to scale, and in the midwest is complicated by seasonal fluctuations. Analyzing the number of animals (of different species) that are entering through various intake types (and sub-types) is useful in providing comprehensive programming, but is not typically indicative of the success of an organization.                                                                                                             |
| 2. Length of Stay (LOS)    | The number of days between intake and outcome for a pet. Often averaged over time and by species. This can also be analyzed by intake type, outcome type and jurisdiction.                                                                            | While in its most simplistic form, a low LOS is beneficial as it results in lower cost/animal and is beneficial to the physical and mental health of the animals and staff. However LOS is useful in determining appropriate adoption fees, as well as making policy-changes that relate to intake and operations. Achieving & maintaining a low LOS for individual animals is a goal of the organization but variables such as time of year, estimated adult size, breed, age and jurisdiction need to be considered. |
| 3. Reclaim Rate            | The percentage of stray animals that are reunited with their owner.<br>Note: Pets can also be adopted to former owners, which can impact reclaim rate.                                                                                                | A high percentage of claimed pets lowers costs, and is beneficial to the community. There are various strategies that help to increase reclaim rates, but reclaim rates can also reflect larger social issues in the community. Financial and housing challenges often negatively impact reclaim rates.                                                                                                                                                                                                                |
| 4. Adoption Return Rate    | The percentage of adopted pets that are returned to the facility.<br>Note: Returns may be processed as owner surrenders after a certain period of time in the home. Also if the adopter lives outside the service area, a return may not be accepted. | Generally a low return rate is positive. Best-practice adoption policies help to reduce return rates, but policies that are too focused on reducing returns can be discriminatory and lower the overall volume of adoptions.                                                                                                                                                                                                                                                                                           |
| 5. Live Release Rate (LRR) | The percentage of animals that achieved a live outcome. 90% is the generally-accepted benchmark for No-Kill.                                                                                                                                          | Generally a high LRR is desirable and exceeding 95% should always be the goal. However, policies that focus only on LRR can have unintended consequences including overly restrictive intake policies, and sometimes can even result in animal suffering.                                                                                                                                                                                                                                                              |

6. Data relative to other programs or special events held at the Facilities subject to Paragraph II.B of this Agreement.
7. Brief description of each instance where Shelter exercised an exception pursuant to Paragraph III.A.4. of this Agreement.
8. Number of instances where Shelter issued a voucher pursuant to Paragraph III.B.3. of this Agreement.
9. Data relative to pet licenses, pursuant to Paragraph III.D.12 of this Agreement, such as the number of pet licenses sold, total number of animals with current pet licenses, pet license fees collected, etc.
10. Data relative to Foster and Volunteer programs, such as the number of foster homes, number of animals placed in foster, number of volunteers, number of volunteer hours served, etc.
11. Financial Report

**EXHIBIT C: ANIMAL SERVICES INTAKE FORM**

Case #: \_\_\_\_\_ Impound Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Officer Name & Badge: \_\_\_\_\_

Kennel Placement: \_\_\_\_\_ Finder Name: \_\_\_\_\_

Finder Address: \_\_\_\_\_ Finder Phone: \_\_\_\_\_

Finder ID: \_\_\_\_\_

Detailed Pickup Location: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Reason for Impound/Violation of City Code: \_\_\_\_\_

Reason for Impound/No Violation: \_\_\_\_\_

Description of Complaint: \_\_\_\_\_ Danger: ☐ Flag: ☐ \_\_\_\_\_

Do Not Release: ☐ Reason: \_\_\_\_\_

Species: \_\_\_\_\_ Gender: Male ☐ Female ☐ Unknown ☐

Animal Name (If known): \_\_\_\_\_ Spayed/Neutered: Yes ☐ No ☐

Microchip Number: \_\_\_\_\_ Initiated Microchip tracing? Yes ☐ No ☐

Estimated Age: \_\_\_\_\_ Coat Color: \_\_\_\_\_ Coat Length: \_\_\_\_\_

Collar/Harness Description: \_\_\_\_\_ No collar/Harness ☐

Tags/License #: \_\_\_\_\_

Physical Condition: Deceased: ☐ Necropsy Needed? ☐ If yes, Why? \_\_\_\_\_

Appears Normal ☐ Sick ☐ Injured ☐ Requires Immediate Vet Care: ☐

Other ☐ \_\_\_\_\_ Body Condition Score (1-9): \_\_\_\_\_

Owned Animal: ☐ No Known Owner: ☐

Owner Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Owner Street Address: \_\_\_\_\_ City: \_\_\_\_\_

Owner Contacted: Verbally ☐ Left Voicemail ☐ Door Hanger ☐ Did not attempt ☐

Additional Relevant Information: \_\_\_\_\_



## **Commission Action Report**

### **Purchase of a Rear Load Solid Waste Collections Truck**

**Title:** Purchase of a Rear Load Solid Waste Collections Truck

**Agenda Date:** July 17, 2024

**Presented By:** Dean Grant, Director of Public Works

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#### **Background:**

Solid Waste Collections currently has a 2010 truck with a Crane Carrier and a 2016 Pak Mor body, which has 132,487 miles and over 16,000 hours. We received two (2) quotes for this replacement. Both trucks would utilize the Battle Motors chassis, with the other company quoting a Pak-Mor body. Staff would like to purchase a new Battle Motors chassis with a Leach Alpha III rear load body, from Key Equipment. The estimated delivery for the new truck is late 2024 or early 2025.

Pursuant to the City of Emporia Purchasing Policy, Chapter 3 Section 2, this purchase would be made utilizing a cooperative agreement through Sourcewell. This agreement has been made through a competitive procurement process of Request for Proposals and/or Invitation for Bids.

#### **Discussion:**

Staff would like to purchase a Battle Motors chassis with Leach Alpha III rear load body for Solid Waste Collections in the amount of \$ 320,359.40.

#### **Financial Considerations:**

\$360,000.00 was budgeted in Solid Waste Capital Improvement Projects (CIP) for the purchase of the rear load truck, and the truck will be paid for by the Solid Waste Fund, which has a \$3 million cash balance.

#### **Recommended Action:**

Approve the purchase of a new rear-load truck from Key Equipment, in the amount of \$320,359.40.

#### **Attachments:**

Key Equipment Quote

Downing Equipment Quote

July 3, 2024

City of Emporia  
Attn: Keith Senn, Solid Waste Supervisor  
1220 Hatcher St.  
Emporia, KS 66801  
Re: Leach Alpha III



Sourcewell Contract #110223-LEG  
Sourcewell Member: **137227**



Keith,

On behalf of Key Equipment & Supply Co., I would like to thank you for the opportunity to supply a **Sourcewell Contract** Proposal to the City of Steeleville for a new Leach Alpha III 20 Cubic Yard Rear Load refuse compaction body.

**Leach 20 Cubic Yard Alpha III Curved Shell Body Rear Load Refuse Packer Body including the following standard features:**

|                                         |                                                 |
|-----------------------------------------|-------------------------------------------------|
| cubic yd hopper                         | Trough Floor Design                             |
| Street Side Access Door                 | Telescopic Ejection Cylinder                    |
| Hardened Carrier Rollers                | Manual Tailgate Latches                         |
| Adjustable Riding Steps w/grab handles  | Zinc-plated hydraulic tubing                    |
| Body Blasted with Steel Grit            | Marine Rust Inhibitor                           |
| 1-year warranty on body & hydraulics    | Body Side Opening w/ hydraulic tank level gauge |
| Engine Speed-up: Automatic w/pack cycle | Driver signal buttons on each side of tailgate  |

**Plus, the following Additional Enhancements:**

Married pump and Chelsea PTO  
Hardox 450 Tailgate Hopper Bottom and Sides Upgrade  
Commercial Container Reeving Cylinder and Container Lifting Bar with Latch and Ears  
Hydraulic Regen Valve on Packer Cylinders  
High Pressure Hydraulic Filter  
Side Door with Fold Down Ladder  
Broom and Shovel Holders on each side of Tailgate with one Broom and Shovel  
20 Pound Fire Extinguisher  
Pump Shut Off Switches on each side of Tailgate  
Lights: (2) Oval Strobe LED – Flush Mounted in Upper Front Body Panel  
Light: (1) Hopper Flush Mount LED Work Light

**ST. LOUIS**

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

**KANSAS CITY**

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

**SPRINGFIELD**

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

Multi-Function LED Lights (stop/turn/alt. flash) on Tailgate  
Lights: (2) LED Work Area Lights mounted to Tailgate Sides  
Hardox 450 Ramp Liners  
Envirocam Rear Vision Camera System  
Body painted white  
**Pricing:**

|                                          |                            |
|------------------------------------------|----------------------------|
| <b>2024 Leach Alpha III Body Price:</b>  | <b>\$119,330.00</b>        |
| <b>Sourcwell Discount 2%:</b>            | <b><u>\$ 2,386.60</u></b>  |
| <b>Subtotal Body:</b>                    | <b>\$116,943.40</b>        |
| <b>Freight from Factory:</b>             | <b>\$ 6,426.00</b>         |
| <b>PDI, Local Delivery and Training:</b> | <b>\$ 1,995.00</b>         |
| <b>Total Leach Body Price:</b>           | <b>\$125,364.40</b>        |
| <b>2023 Battle Motors Chassis:</b>       | <b><u>\$194,995.00</u></b> |
| <b>Total Invoice Amount</b>              | <b>\$320,359.40</b>        |

Pricing good for 30 days from date of proposal or as chassis availability exists...

**2024 Battle Motors chassis is subject to availability\***

Complete Unit Delivered in approximately 180 days, A.R.O.

Thank you for your consideration of Key Equipment & Supply Co. and the Labrie Environmental Group. If you have any questions, or need any further information, please do not hesitate to contact me at (314) 616-8056 or [steve@keyequipment.com](mailto:steve@keyequipment.com). It is a pleasure assisting with your refuse equipment needs.

Respectfully,

***Steven Hyink***

Steven Hyink  
Refuse Specialist  
Key Equipment & Supply Co.



\*Sample Photo

### ST. LOUIS

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

### KANSAS CITY

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

### SPRINGFIELD

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



## PRICE SUMMARY - R220C

REF - BUYBOARD 686-22

DATE: 4/23/2024

QUOTE #: JB04232024

PAK-MOR LIMITED  
PO BOX 389  
SEGUIN, TX 78156  
PHONE (830) 303-7256  
FAX (830) 303-3648

|                     |
|---------------------|
| Keith               |
| C/O City of Emporia |
|                     |
| Emporia, Ks 66801   |
|                     |

|                                  |                                                                                                                                                                                                                                               | QTY | PRICING             |
|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------------------|
| SM-R220C                         | PAK-MOR R200C SERIES 20 CUBIC YARD REAR LOADER BODY<br>*INCLUDES: FACTORY MOUNT, LED LT. PKG, ONE TONE ACRYLIC PAINT(WHITE), CLOSE<br>COUPLE TRANSMISSION PUMP, 10 BOLT HOT-SHIFT PTO, 50 GAL. FRAME MTD. RSVR.,<br>ONE YEAR FACTORY WARRANTY | 1   | \$88,479.00         |
| SM-SPLSH                         | SPLASH GUARDS, REAR                                                                                                                                                                                                                           | 1   | \$900.00            |
| SM-SMTLMP                        | MULTIFUNCTION TURN/STROBE SYS., REAR                                                                                                                                                                                                          | 1   | \$1,280.00          |
| SM-STROBE                        | STROBE REAR MNT                                                                                                                                                                                                                               | 1   | \$1,640.00          |
| SM-CD3KRB                        | 3 K LB ROLL BAR ONLY                                                                                                                                                                                                                          | 1   | \$6,020.00          |
| SM-CD14OH                        | 14K LB OVERHEAD CYL ONLY *20 CU.YD. MIN                                                                                                                                                                                                       | 1   | \$13,080.00         |
| SM-LATVEREXT                     | 2" VERTICAL, LATCH, EXT'D                                                                                                                                                                                                                     | 1   | \$4,250.00          |
| SM-ACCDR                         | ACCESS DOOR, STREETSIDE                                                                                                                                                                                                                       | 1   | \$1,260.00          |
| SM-WKLT                          | HOPPER LIGHTS                                                                                                                                                                                                                                 | 1   | \$900.00            |
| SM-HDLR                          | HEAVY DUTY BODY FLOOR, 1/4"                                                                                                                                                                                                                   | 1   | \$2,240.00          |
| SM-HDHPR                         | HD HOPPER FLOOR, 1/4" 100K PSI                                                                                                                                                                                                                | 1   | \$3,650.00          |
| SM-HOCFT                         | 58 GPM, W/HYD OVERSPEED, FT MNT                                                                                                                                                                                                               | 1   | \$7,230.00          |
| MISC1                            | ACCESS DOOR LADDER                                                                                                                                                                                                                            | 1   | \$850.00            |
| MISC2                            | COLOR CAMERA, MONITOR, REVERSE ACTIVATED                                                                                                                                                                                                      | 1   | \$1,650.00          |
| *SUB-TOTAL, EA.                  |                                                                                                                                                                                                                                               |     | \$133,429.00        |
| FREIGHT, EA. (SEGUIN TO EMPORIA) |                                                                                                                                                                                                                                               |     | \$2,250.00          |
| <b>TOTAL</b>                     |                                                                                                                                                                                                                                               |     | <b>\$135,679.00</b> |

\*MUNICIPAL, TX. NO APPLICABLE TAXES INCLUDED.

90 - 120 DAY PRODUCTION LEAD, AFTER RECEIPT OF CHASSIS.

PRICING VALID FOR 30 DAYS.

THANK YOU FOR THIS OPPORTUNITY TO QUOTE! DO NOT HESITATE TO CALL IF YOU HAVE ANY QUESTIONS.

Jason Berridge

Body - \$135,679.00

Chassis - \$210,524.00

Total - \$346,203.00



**DOWNING SALES AND SERVICES PROPOSAL**

| DESCRIPTION                                       | PRICE            |
|---------------------------------------------------|------------------|
| BASE MSRP                                         | \$267,909        |
| OPTIONS                                           | \$27,130         |
| CUSTOM REQUESTED OPTIONS                          | \$0              |
| DEALER MSRP                                       | \$295,039        |
| NET PRICE                                         | \$204,678        |
| DESTINATION CHARGE<br>(SEGUIN, TX (PAK-MOR))      | \$5,846          |
| <b>WARRANTIES &amp; OPTIONS</b>                   |                  |
| WARRANTY, ALLISION, 3 YR EDGE II PARTNER STANDARD | \$0              |
| WARRANTY, CUMMINS STANDARD, 2 YEAR                | \$0              |
| WARRANTY, CHASSIS, STANDARD, 1 YEAR, COVERAGE     | \$0              |
| NO OPTION-WARRANTY, MAJOR COMPONENTS              | \$0              |
| WARRANTY, STANDARD                                | \$0              |
| WARRANTY, CUMMINS STANDARD, 2 YEAR                | \$0              |
| SUBTOTAL                                          | \$0              |
| <b>TOTAL SELLING PRICE (PER UNIT, CUSTOMER)</b>   | <b>\$210,524</b> |

---

**CUSTOMER**

---

**BATTLE MOTORS, INC.**

---

**DATE**

---

**DATE**

*We recognize our business exists only by achieving our customer's expectations for our products and services. We operate in an environment of continual improvement, and strive to be performance driven, operating with teamwork and integrity. Thank you for your interest in partnering with Battle Motors to provide the solutions you need.*

*Specifications are indicative of a standard build and are subject to change without notice.*



## Commission Action Report

### Memorandum of Understanding (MOU)-ESU Community Support Fund

**Title:** Memorandum of Understanding (MOU)-ESU Community Support Fund

**Agenda Date:** July 17, 2024

**Presented By:** Trey Cocking, City Manager

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#### **Background:**

Emporia State University (ESU) and the City of Emporia have established a Memorandum of Understanding (MOU) to support the ongoing use of community spaces and public areas. ESU occasionally provides campus housing to short-term guests who access these spaces, and the City wishes to encourage this usage and collaborate with ESU. The MOU aims to achieve mutual objectives through the implementation of the ESU Community Support Fund (ECSF).

#### **Discussion:**

Under the terms of the MOU, ESU will charge a 10% fee on its usual housing charges, labeled as the "ESU Community Support Fund" (ECSF). This charge will apply to all short-term guests except ESU students, persons completing coursework, participants in ESU-sponsored events, or those involved in activities aligned with ESU's academic mission. The ECSF will be based on the gross rental receipt for overnight accommodation and will exclude charges for incidental services.

ESU will pay the ECSF collected each quarter to the City by the last day of the month following the quarter in which it was collected. The City will use the ECSF payments to generate economic growth, maintain and improve public areas, and fund business and marketing initiatives.

#### **Financial considerations:**

The ECSF will provide the City with quarterly payments based on 10% of ESU's gross rental receipts from short-term guest accommodations. These funds will be used to generate economic growth, including but not limited to, maintaining, and improving public and community areas and facilities, funding business surveys, site visits, business education programs, and redevelopment efforts, funding marketing campaigns intended to attract local and area tourism, and funding local and area events.

#### **Recommended action:**

Approve the Memorandum of Understanding (MOU) for the ESU Community Support Fund (ECSF) between Emporia State University and the City of Emporia.

#### **Attachments:**

Memorandum of Understanding (MOU) - ESU Community Support Fund

# **MEMORANDUM OF UNDERSTANDING**

**ECSF**

**Between**

**Emporia State University**

**And**

**The City of Emporia**

This Memorandum of Understanding (“MOU”) is entered into between **Emporia State University** (“ESU”) and the **City of Emporia** (“City”) (hereinafter collectively “Parties”).

**WHEREAS**, ESU occasionally provides campus housing to short-term guests (“guests”); and

**WHEREAS**, those guests have access to community spaces and often use public areas during their stay; and

**WHEREAS**, ESU wishes to provide support to the City and wishes to support the ongoing use of community spaces and public areas; and

**WHEREAS**, the City wishes to encourage guests to access and use its community spaces and public areas; and

**WHEREAS**, the City wishes to collaborate with ESU to support the ongoing use of its community spaces and public areas; and

**WHEREAS**, ESU and the City have determined that each may best accomplish its objectives through mutual assistance and seek to describe such assistance in this MOU.

**THEREFORE**, in consideration of the foregoing premises and mutual covenants and promises between the Parties contained herein, the Parties do hereby mutually agree as follows:

## **I. Effective Date**

The effective date of this MOU, and the effective date of all responsibilities contained herein, shall be May 1, 2024.

## **II. Rights and Responsibilities of ESU**

In addition to its rights and responsibilities described elsewhere in this MOU, ESU shall have the following rights and responsibilities:

- A. Charging “ESU Community Support Fund”. ESU agrees to charge guests the equivalent of 10% (ten percent) of its usual housing charges which will be billed as a “ESU Community Support Fund” (ECSF) for internal and external accounting purposes.
- B. Application of ECSF. The ECSF charge shall apply to any guest who occupies any room maintained and operated as a residential life lodging or living accommodation, except that the ECSF charge shall not apply to any of the following:
1. Any ESU student.
  2. Any person who is completing coursework (whether or not degree-seeking) at ESU.
  3. Any person who is participating in an ESU sponsored or hosted event, which shall be determined at ESU’s sole discretion.
  4. Any person who is otherwise engaged in an activity, program, conference, camp, or other experience that aligns with ESU’s academic mission as determined solely by ESU.
- C. Calculation of ECSF. The ECSF will be based upon the gross rental receipt derived from or paid by a guest for sleeping or overnight accommodations, exclusive of charges for incidental services or other facilities within, or provided by, ESU. The ECSF charge to a guest, or per guest, shall be 10% (ten percent) of the total overnight accommodation charges.
- D. Use of ECSF. On or before the last day of the month immediately succeeding the quarter in which the ECSF is collected, ESU shall pay to the City the ECSF funds collected during that immediately preceding quarter.

### **III. Rights and Responsibilities of the City**

In addition to its rights and responsibilities described elsewhere in this MOU, the City shall have the following rights and responsibilities:

- A. Use of ECSF Payments. The City shall use proceeds paid by ESU from the ECSF to generate economic growth, including but not limited to, maintaining, and improving public and community areas and facilities, funding business surveys, site visits, business education programs, and redevelopment efforts, funding marketing campaigns intended to attract local and area tourism, and funding local and area events. The City shall not use proceeds paid by ESU from the ECSF for any debt maintenance or any operational expenses unrelated to economic growth as described herein.
- B. Request for Accounting. The City shall be able to request from ESU a record of gross rental receipts for ESU guests no more than once per quarter.

C. Assignment. The City shall not assign, sell, or otherwise transfer this MOU or any of ESU's responsibilities or obligations herein without the express, prior written permission of ESU.

#### **IV. Miscellaneous**

A. ESU's collection of the ECSF is voluntary. Nothing in this MOU shall be interpreted to mean ESU is obligated to collect the ECSF. Likewise, ESU's payment to the City from ECSF proceeds is voluntary. Nothing in this MOU shall be interpreted to mean ESU is obligated to pay the City.

B. Nothing in this MOU shall be interpreted to mean that ESU is a political subdivision of the City, nor shall anything in this MOU be deemed or construed by the Parties or by any third person to create the relationship of principal and agent or of partnership or joint venture between ESU and the City.

C. The term of this MOU shall commence upon the effective the date described above and shall continue thereafter until terminated by either party upon thirty (30) days prior written notice for any reason. If ESU determines that its tax exemption or any tax-exempt bond covenant is (or is likely to be) adversely impacted by this MOU, then ESU may terminate this MOU by providing at least five (5) days' notice to the City.

D. This MOU may be amended at any time with the signed, written approval of the Parties. Such amendments or modifications will be typed separately and signed by the Parties and made a part of this MOU.

E. This MOU shall be governed by the laws of the State of Kansas. The Parties under this MOU agree to abide by all applicable federal, state, and local laws and regulations.

F. The Parties mutually agree that in the event this MOU is terminated by either Party, the non-terminating Party shall have no right to enforce and/or bring enforcement action of any kind against the terminating Party.

G. All notice under this MOU shall be given in writing and shall be deemed to have been properly given if and when delivered, or sent by certified mail to:

**ESU:** Emporia State University  
Attn: Chief Operating Officer  
1 Kellogg Circle (Box 4001)  
Emporia, Kansas 66801

**City:** City of Emporia  
Attn: City Manager  
PO BOX 982  
Emporia, Kansas 66801

H. This MOU constitutes the entire understanding between the Parties concerning the subject matter hereof. This MOU supersedes all prior written or oral agreements or understandings existing between the Parties concerning the subject matter hereof.

**IN WITNESS WHEREOF**, the Parties hereto have caused this MOU to be executed as of the effective date by persons duly authorized to bind the Parties to perform their respective obligations hereunder, as set forth on below.

**Emporia State University**

By:  6/11/24  
\_\_\_\_\_  
Name: Cory Falldine  
\_\_\_\_\_  
Title: Chief Operating Officer  
\_\_\_\_\_

**City of Emporia**

By: \_\_\_\_\_  
Name: Trey Cocking  
\_\_\_\_\_  
Title: City Manager  
\_\_\_\_\_



## Commission Action Report

### Financials and Permits

**Title:** Financials and Permits  
**Agenda Date:** July 17, 2024  
**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 June 2024 for the community:

##### Monthly Local Retail Sales Tax Receipts Update

|            | 2023                   | 2024                  |                                                   |
|------------|------------------------|-----------------------|---------------------------------------------------|
|            | \$ 508,563.60          | \$ 537,867.09         | <b>Increase of \$29,303.49</b> for the month, and |
| <b>YTD</b> | <b>\$ 3,184,478.60</b> | <b>\$3,159,599.09</b> | Overall decrease of 0.79% from year 2023.         |

##### City Share from County Tax

|            | 2023                   | 2024                   |                                                   |
|------------|------------------------|------------------------|---------------------------------------------------|
|            | \$ 263,461.79          | \$ 277,143.84          | <b>Increase of \$13,682.05</b> for the month, and |
| <b>YTD</b> | <b>\$ 1,674,600.26</b> | <b>\$ 1,612,787.80</b> | Overall decrease of 3.83% from year 2023.         |

#### Building Permits issued from 6/1/2024 to 6/30/2024 for new construction, remodeling/repairs and demolition.

|                                                                |                 |
|----------------------------------------------------------------|-----------------|
| Total number of building permits issued through Code Services: | 56              |
| Total of valuations associated with those building permits:    | \$14,558,158.42 |
| Total number of dollars collected for Building Permit Fees:    | \$ 44,984.00    |
| Construct – Single-family dwellings                            | 0               |
| Demo – Single-family dwellings                                 | 1               |

|                                           |                      |
|-------------------------------------------|----------------------|
| <b>Flint Hills Mall CID for June 2024</b> | <b>\$ 20,484.39</b>  |
| <b>YTD</b>                                | <b>\$ 118,998.86</b> |

|                                    |                      |
|------------------------------------|----------------------|
| <b>Pavilions CID for June 2024</b> | <b>\$ 12,602.11</b>  |
| <b>CID #2</b>                      | <b>\$ 12,602.11</b>  |
| <b>YTD</b>                         | <b>\$ 189,065.49</b> |

|                                         |                    |
|-----------------------------------------|--------------------|
| <b>Fairview Hotel CID for June 2024</b> | <b>\$ 6,519.79</b> |
| <b>YTD</b>                              | <b>\$ 6,519.79</b> |



DATE: July 10, 2024  
TO: City Commissioners  
FROM: Janet Harrouff  
SUBJECT: Budget Comparison

The **General Fund** Income Statement for the six-month period ended June 30, 2024, has been reviewed and the significant budget variations have been explained below.

Revenue:

Ad Valorem Tax: \$70,560 lower than YTD budget

Sales Tax: \$427,651 lower than YTD Budget.

City Sales Tax: \$351,185 lower

County Wide Tax: \$77,466 lower

Franchise tax: \$241,211 lower than YTD Budget

Electric - \$213,808 lower

Gas - \$11,787 lower

Charges for Services: \$196,660 higher than YTD Budget

Golf - \$134,583 higher

Ambulance - \$49,422 higher

Use of Property and Money: \$325,686 higher than YTD Budget

Interest - \$335,437 higher

Expense

Personnel Services: \$9,688 lower than YTD budget

Commodities: \$118,420 lower than YTD budget

Office Supplies: \$4,496 lower

Motor Fuel: \$7,676 lower

Clothing: \$19,365 lower

Ambulance supplies - \$21,394 lower

Airport Fuel - \$111,840 lower

Office Machines - \$9,556 higher



Golf Pro Shop Merchandise - \$34,140 higher

Total revenues for the six-month period ended June 30, 2024, were \$53,885 under the YTD budget while expenses were \$1,196,980 under the YTD Budget. Therefore, the General Fund experienced operating results of \$1,250,865 more favorable than the YTD Budget.

I have reviewed the **Water Fund** Income Statement for the six-month period ended June 30, 2024. The significant budget variations have been explained below.

Revenue

Sale of Water: \$214,537 over YTD budget.

Non-Operating Revenue: \$2,618,728 was received from a State Loan draw down for water main projects.

Expense

Maintenance & Repair: \$142,118 over YTD budget

Equipment - \$165,970 higher

Pumping Equipment - \$40,988 lower

Commodities: \$547,103 over YTD budget

Motor Fuels - \$7,392 higher

Chemicals - \$516,651 higher

Office Machines - \$8,415 higher

Capital Outlay: \$995,000 lower than YTD budget due to not purchasing items.

Total revenues for the six-month period ended June 30, 2024, were \$2,796,181 over the YTD budget while expenses were \$2,501,421 over the YTD Budget. Therefore, the Water Fund experienced operating results of \$294,760 more favorable than the YTD Budget.

I have reviewed the **Wastewater Fund** Income Statement for the six-month period ended June 30, 2024. The significant budget variations have been explained below.

Revenue:

Sewer Charges: \$67,172 higher than YTD budget

Non Operating revenue: \$135,920 for a state loan draw down

Expenses

Commodities: \$225,564 higher than YTD Budget

Chemicals - \$209,130 higher

Office Machines - \$8,415 higher

Laboratory equipment - \$13,488 higher

Capital Outlay: \$293,564 lower than YTD budget due to not purchasing items yet.

Contractual Services: \$120,657 higher than YTD Budget

Contractual Services -\$109,200 higher

Lease Agreements - \$17,314 higher

Total revenues for the six-month period ended June 30, 2024, were \$249,751 higher than the YTD budget while expenses were \$92,158 lower than the YTD Budget. Therefore, the Wastewater Fund experienced operating results of \$341,908 more favorable than the YTD Budget.

I have reviewed the **Solid Waste Fund** Income Statement for the six-month period ended June 30, 2024. The significant budget variations have been explained below.

#### Revenue

Collection fees: \$18,739 lower than YTD budget

Resale of Recyclables: \$39,531 higher than YTD budget

Rolloff: \$203,822 lower than YTD budget

Landfill fees: \$30,894 lower than YTD budget

#### Expenses

Maintenance & Repair: \$87,349 lower than YTD budget

Vehicles: \$63,085 lower

Building: \$16,159 lower

Capital Outlay \$400,203 lower than YTD budget due to items not purchased yet.

Total revenues for the six-month period ended June 30, 2024, were \$152,516 lower than YTD budget while expenses were \$660,290 lower than the YTD Budget. Therefore, the Solid Waste Fund experienced operating results of \$507,774 more favorable than the YTD Budget.

**GENERAL FUND**

as of June 30, 2024

**GENERAL FUND**

|                                                 | Preceding Year<br>2023<br>(Actual) | 2024<br>Budget | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual | Difference<br>b/w YTD Budget<br>& YTD Actual |
|-------------------------------------------------|------------------------------------|----------------|-----------------------------|-----------------------|----------------------------------------------|
| <b>Beginning Cash Balance</b>                   | 5,932,373                          | 6,014,886      | 6,450,183                   | 6,450,183             | 6,450,183                                    |
| <b>REVENUE</b>                                  |                                    |                |                             |                       |                                              |
| Ad Valorem Property Tax                         | 5,588,068                          | 6,459,892      | 6,210,000                   | 6,139,440             | 70,560                                       |
| Sales Tax                                       | 9,765,670                          | 10,400,095     | 5,200,038                   | 4,772,387             | 427,651                                      |
| Franchise Tax                                   | 2,838,191                          | 3,215,568      | 1,607,778                   | 1,366,567             | 241,211                                      |
| Other Taxes                                     | 845,456                            | 671,214        | 358,826                     | 364,786               | (5,960)                                      |
| Intergovernmental Taxes                         | 308,881                            | 328,309        | 132,148                     | 224,746               | (92,598)                                     |
| Licenses & Permits                              | 270,454                            | 277,250        | 123,990                     | 183,624               | (59,634)                                     |
| Charges for Services                            | 2,323,864                          | 2,062,150      | 1,083,808                   | 1,280,468             | (196,660)                                    |
| Fines & Fees                                    | 477,393                            | 573,550        | 286,296                     | 251,696               | 34,600                                       |
| Use of Property and Money                       | 532,715                            | 288,196        | 152,988                     | 478,674               | (325,686)                                    |
| Reimbursements                                  | 272,396                            | 145,220        | 72,570                      | 108,643               | (36,073)                                     |
| Misc. Rev. - Administrative Transfers           | 2,678,060                          | 2,912,335      | 1,456,140                   | 1,517,822             | (61,682)                                     |
| Transfer from Solid Waste Fund                  | 0                                  | 0              | 0                           | 0                     | 0                                            |
| Transfer from Health Insurance Fund             | 0                                  | 0              | 0                           | 0                     | 0                                            |
| Operating Revenues                              | 0                                  | 200            | 96                          | 80                    | 16                                           |
| Nonoperating Revenues                           | 2,144,431                          | 0              | 0                           | 49,629                | (49,629)                                     |
| <b>TOTAL RECEIPTS</b>                           | 28,045,579                         | 27,333,979     | 16,684,678                  | 16,738,563            | (53,885)                                     |
| <b>EXPENDITURES</b>                             |                                    |                |                             |                       |                                              |
| Personnel Services                              | 15,778,882                         | 17,040,652     | 8,688,864                   | 8,679,176             | 9,688                                        |
| Vacancy Rate                                    | 0                                  | 0              | 0                           | 0                     | 0                                            |
| Maintenance & Repair                            | 898,456                            | 1,204,988      | 592,360                     | 519,753               | 72,607                                       |
| Commodities                                     | 1,595,973                          | 1,901,120      | 950,192                     | 831,772               | 118,420                                      |
| Other Charges                                   | 619,960                            | 816,893        | 344,327                     | 285,751               | 58,576                                       |
| Capital Outlay                                  | 191,016                            | 398,476        | 388,471                     | 63,886                | 324,585                                      |
| Debt Reduction                                  | 0                                  | 0              | 0                           | 0                     | 0                                            |
| Stock                                           | 364                                | 0              | 0                           | 0                     | 0                                            |
| Transfer to Industrial Development Sales Tax    | 926,188                            | 925,000        | 462,500                     | 462,500               | 0                                            |
| Transfer to Multi Year Fund                     | 3,349,517                          | 3,380,515      | 1,690,257                   | 1,612,788             | 77,470                                       |
| Transfer to Project accounts                    | 2,128,068                          | 40,000         | 40,000                      | 70,000                | (30,000)                                     |
| Transfer to Equipment Reserve                   | 391,957                            | 379,800        | 379,800                     | 0                     | 379,800                                      |
| Utilities                                       | 545,264                            | 594,950        | 297,396                     | 245,111               | 52,285                                       |
| Communications                                  | 113,473                            | 134,750        | 67,236                      | 54,547                | 12,689                                       |
| Training and Travel                             | 195,289                            | 210,200        | 105,060                     | 77,958                | 27,102                                       |
| Jail Expenses                                   | 73,250                             | 87,500         | 43,746                      | 27,450                | 16,296                                       |
| Other Contractual                               | 886,115                            | 5,350,145      | 525,288                     | 447,826               | 77,462                                       |
| Excess Carryover                                | 0                                  | 0              | 0                           | 0                     | 0                                            |
| Outstanding PO's                                | 55,304                             | 0              | 0                           | 0                     | 0                                            |
| <b>TOTAL EXPENDITURES</b>                       | 27,749,075                         | 32,464,989     | 14,575,497                  | 13,378,518            | 1,196,980                                    |
| Revenue less expenses                           | 296,504                            | (5,131,010)    | 2,109,181                   | 3,360,046             | 1,250,865                                    |
| Cash Basis Adjustments/Non-appropriated Balance | 221,306                            | 0              | 0                           | (75,479)              | 0                                            |
| <b>Ending Cash Balance</b>                      | <b>6,450,183</b>                   | <b>883,876</b> | <b>8,559,363</b>            | <b>9,734,749</b>      |                                              |
| Base for Reserve calculation                    | 20,762,330                         | 27,341,198     | 11,614,469                  | 11,169,344            |                                              |
| 15% Reserve                                     | 3,114,349                          | 4,101,180      | 1,742,170                   | 1,675,402             |                                              |
| Amount over 15% Reserve                         | 3,335,833                          | (3,217,304)    | 6,817,193                   | 8,059,348             |                                              |

## General Fund Capital Items

|                | Budget Amount | Purchase Price |                                                         |
|----------------|---------------|----------------|---------------------------------------------------------|
| Airport        | \$60,000      |                | Replace MITL System (FAA 90%)                           |
| Airport        | \$75,000      |                | Replace Mogas Fuel tank and 24 hour fuel pumps          |
| Administration | \$30,000      | 30,000         | Communication Equipment                                 |
| EMS            | \$41,800      |                | Monitor/Defibrillator                                   |
| EMS            | \$60,000      |                | Power Load Cot System                                   |
| EMS            | \$21,675      |                | Patient Simulator Training Device                       |
| Fire           | \$13,000      |                | Hose Rollers                                            |
| Fire           | \$22,000      |                | Drone and Accessories                                   |
| Golf           | \$20,000      |                | Master Plan for the Golf Course                         |
| Park           | \$55,000      |                | Drag box tractor & box Replace #623-1 (1984) 1455 hours |
|                | \$398,475.00  | \$30,000.00    |                                                         |

Multi Year Fund  
June 30, 2024

|                                  |                   |                                                                        |              | 2024           | 2024             |
|----------------------------------|-------------------|------------------------------------------------------------------------|--------------|----------------|------------------|
|                                  |                   |                                                                        |              | Purchase Order | Budget/estimated |
|                                  |                   |                                                                        |              | Expenses       | Actual           |
| Beginning unencumbered balance   |                   |                                                                        |              |                | 2,995,997.41     |
| REVENUE                          |                   |                                                                        |              |                | 3,060,010.61     |
|                                  |                   | Sales Tax Proceeds from General Fund                                   |              |                | 1,612,787.80     |
|                                  |                   | Interest                                                               |              |                | 94,659.22        |
|                                  |                   | State Reimbursement                                                    |              |                | 0.00             |
|                                  |                   | Outstanding PO's                                                       |              |                | 470,697.56       |
|                                  |                   | Accounts Receivable                                                    |              |                | 1,275.00         |
| Total Revenue                    |                   |                                                                        |              |                | 2,179,419.58     |
|                                  |                   |                                                                        |              |                | 3,460,515.00     |
|                                  | 102-0101-400.0505 | 2020, 21 & 22 Private/Public partnership                               |              | 0.00           | -                |
| SK2302                           | 102-0101-400.0505 | ADA Sidewalks                                                          | 0.00         | 0.00           | -                |
|                                  | 102-0101-400.0505 | PW Bldg Remodel Old bathroom for a women's locker room                 |              |                | 17,578.46        |
|                                  | 102-0101-400.0265 | Miscellaneous storm water repairs                                      |              | 100,000.00     | 100,000.00       |
| SW1903                           | 102-0101-400.0265 | Lakeridge Rd to Bayfront Dr                                            | 0.00         | 0.00           | -                |
|                                  | 102-0201-400.0502 | Firing Range House Split with county                                   |              |                | 14,388.05        |
| FS2201                           | 102-0301-400.0502 | Overhead Door Replacement Station 2                                    | 0.00         | 0.00           | -                |
|                                  | 102 0601 400 0257 | 2022 Hazardous Sidewalk                                                | 39,378.50    | 27,075.30      | 66,453.80        |
|                                  | 102-0601-400.0801 | Close out paving projects                                              |              | 0.00           | -                |
| PK2101                           | 102-0601-400.1516 | Mechanic Parking lots 600-700 Block                                    | 0.00         | 452,464.88     | 452,464.88       |
|                                  | 102-0601-400.1516 | Sidewalk S side 15th Ave Graphic Arts to Hatcher                       |              |                | 754,934.60       |
|                                  | 102-0601-400.1516 | Sidewalk S side 15th Industrial to Stanton                             |              |                | 55,000.00        |
| SK2201                           | 102-0601-400.1516 | Sidewalk 12th & Burlingame & 24th Prairie to Lincoln                   | 0.00         | 9,469.91       | 9,469.91         |
| SK2301                           | 102-0601-400.1516 | Sidewalk 24th Ave Graphic Arts to Westridge Dr                         |              | 3,594.27       | 3,594.27         |
|                                  | 102-0601-400.1516 | Sidewalk 9th ave from Fairgrounds to Elm                               |              |                | 145,241.61       |
|                                  | 102-0601-400.1516 | Sidewalk Imp N side 24th Westridge to Industrial                       | 0.00         | 0.00           | -                |
|                                  | 102-0601-400.1516 | Sidewalk Improv. (12th Ave. from Graphic Arts to Industrial Rd.)       |              | 0.00           | -                |
| PV2401                           | 102-0601-400.1516 | CCLIP K99 KS Ave to 3rd & 12th to I35                                  |              | 12,493.67      | 12,493.67        |
| PV2402                           | 102-0601-400.1516 | 2023 Street Rehab                                                      | 1,523,268.23 | 11,614.59      | 1,534,882.82     |
| PV2305                           | 102-0601-400.1516 | CCLIP US 50 Graphic Arts to Prairie Street                             | 0.00         | 366,875.22     | 366,875.22       |
|                                  | 102-0601-400.1516 | Misc Street Repairs                                                    |              | 100,000.00     | 100,000.00       |
| TS2302                           | 102-0601-400.1516 | Replace School flashing lights - 13 lights 50% match with USD 25       | 0.00         | 25,476.06      | 25,476.06        |
|                                  | 102-0601-400.0505 | Street Preservation                                                    | 0            | 0.00           | -                |
| ZO2101                           | 102-0806-400.0502 | Hay Barn 30'40' 5" concrete floor                                      | 0.00         | 0.00           | -                |
|                                  | 102-0806-400.0502 | Hoof Stock Sheds                                                       |              |                | 200,000.00       |
|                                  | 102-0806-400.0502 | Trumpeter Swan Exhibit - repairs                                       |              |                | 3,518.00         |
| ZO2201                           | 102-0806-400.0505 | Fire Alarm & Smoke Detection at Zoo                                    | 18,803.60    | 0.00           | 18,803.60        |
| ZO2401                           | 102-0806-400.0505 | Eagle pond renovation                                                  | 0.00         | 112,549.10     | 112,549.10       |
|                                  | 102-0806-400.0505 | Bird enclosure sheds, enclosures & ventilation USDA                    |              |                | 120,000.00       |
|                                  | 102-0806-400.0505 | King Vulture Remodel USDA                                              |              |                | 145,000.00       |
|                                  | 102-0806-400.0505 | Fencing in Zoo replaced/repared                                        |              |                | 195,000.00       |
|                                  | 102-0901-400.0502 | ADA Improvements                                                       |              |                | 88,900.00        |
|                                  | 102-0901-400.0502 | HVAC updates                                                           |              |                | 100,000.00       |
|                                  | 102-0901-400.0502 | 618 Mechanic Roof                                                      |              |                | 45,000.00        |
|                                  | 102-0901-400.0502 | Civic Roof area A,B & D Metal Roof Coating                             |              |                | 60,000.00        |
|                                  | 102-0901-400.0502 | Civic Roof areas K,M & N (Cover asphalt roof with TPO Rubber Material) |              |                | -                |
| CV2206                           | 102-0901-400.0502 | Replace Steam Lines & update HVAC                                      | 0.00         | 0.00           | 0.00             |
|                                  | 102-0901-400.0502 | Remodel East Foyer & Vestibule door ways                               |              |                | 25,000.00        |
|                                  | 102-0901-400.0502 | Sewer Lift Station - Police dept basement                              |              |                | 50,000.00        |
|                                  | 102-0901-400.0502 | 2022 Replace Steam Lines                                               | 0.00         | 0.00           | -                |
|                                  | 102-0901-400.0502 | 2nd floor restroom ceiling repairs                                     |              |                | 110,000.00       |
| CV2302                           | 102-0901-400.0502 | Police department Lobby Remodel ADA                                    | 349,103.00   | 16,910.00      | 366,013.00       |
| CV2204                           | 102-0901-400.0502 | Walk-in Cooler in Room 222                                             |              |                | -                |
|                                  | 102-0901-400.0502 | Replace Windows in Auditorium                                          |              |                | 25,000.00        |
| CV2202                           | 102-0901-400.0502 | Elevator Controls                                                      | 53,050.00    | 997.50         | 54,047.50        |
|                                  | 102-0902-400.0502 | Electrical update - install panel and light switches                   |              |                | 121,950.00       |
| LB2201                           | 102-0902-400.0505 | ADA improvements Library doors & ADA openers                           | 0.00         | 11,992.50      | 11,992.50        |
|                                  | 102-0902-400.0502 | Remodel Library Public Bathrooms                                       | 0.00         | 0.00           | -                |
|                                  | 102-0902-400.0502 | HVAC updates                                                           |              |                | 150,000.00       |
| EXPENDITURES                     |                   |                                                                        | 1,983,603.33 | 1,251,513.00   | 3,235,116.33     |
|                                  |                   |                                                                        |              |                | 6,424,578.22     |
| Ending Unencumbered Cash balance |                   |                                                                        |              |                | 1,940,300.66     |
| 2024 budgeted projects           |                   |                                                                        |              |                | 1,940,300.66     |
|                                  |                   |                                                                        |              |                | -                |

# Insurance Reserve

as of June 30, 2024

|                               | Preceding Year<br>2023<br>(Actual) | 2024<br>Original<br>Budget | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual | Difference<br>b/w YTD Budget<br>& YTD Actual |
|-------------------------------|------------------------------------|----------------------------|-----------------------------|-----------------------|----------------------------------------------|
| <b>Beginning Cash Balance</b> | \$500,000                          | \$0                        | \$663,358                   | \$663,358             | \$0                                          |
| REVENUE                       |                                    |                            |                             |                       |                                              |
| Transfer from General         | \$0                                | \$0                        | \$0                         | \$0                   | \$0                                          |
| Transfer from Int Improvem    | \$131,012                          |                            |                             | \$0                   | \$0                                          |
| Insurance payment             | \$10,850                           |                            |                             | \$0                   | \$0                                          |
| Interest                      | \$21,496                           | \$0                        |                             | \$17,172              | (\$17,172)                                   |
| <b>TOTAL RECEIPTS</b>         | \$163,358                          | \$0                        | \$0                         | \$17,172              | (\$17,172)                                   |
| EXPENDITURES                  |                                    |                            |                             |                       |                                              |
| Maintenance & Repair          |                                    | \$0                        |                             |                       | \$0                                          |
| Misc Projects                 |                                    | \$0                        |                             |                       |                                              |
| <b>TOTAL EXPENDITURES</b>     | \$0                                | \$0                        | \$0                         | \$0                   | \$0                                          |
| <b>Ending Cash Balance</b>    | <b>\$663,358</b>                   | <b>\$0</b>                 | <b>\$663,358</b>            | <b>\$680,530</b>      | <b>(\$17,172)</b>                            |

# Vacant Property Program

as of June 30, 2024

|                               | Preceding Year<br>2023<br>(Actual) | 2024<br>Original<br>Budget | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual | Difference<br>b/w YTD Budget<br>& YTD Actual |
|-------------------------------|------------------------------------|----------------------------|-----------------------------|-----------------------|----------------------------------------------|
| <b>Beginning Cash Balance</b> | \$200,000                          | \$0                        | \$90,362                    | \$90,362              | \$0                                          |
| REVENUE                       |                                    |                            |                             |                       |                                              |
| Transfer from ARPA funds      | \$0                                | \$0                        | \$0                         | \$0                   | \$0                                          |
| Interest                      | \$6,026                            | \$0                        |                             | \$1,425               | (\$1,425)                                    |
| <b>TOTAL RECEIPTS</b>         | \$6,026                            | \$0                        | \$0                         | \$1,425               | (\$1,425)                                    |
| EXPENDITURES                  |                                    |                            |                             |                       |                                              |
| Maintenance & Repair          | \$359                              | \$0                        |                             | \$0                   | \$0                                          |
| Other Contractual Services    | \$115,305                          | \$0                        |                             | \$54,076              |                                              |
| <b>TOTAL EXPENDITURES</b>     | \$115,664                          | \$0                        | \$0                         | \$54,076              | \$0                                          |
| <b>Ending Cash Balance</b>    | <b>\$90,362</b>                    | <b>\$0</b>                 | <b>\$90,362</b>             | <b>\$37,711</b>       | <b>(\$1,425)</b>                             |

## City of Emporia, Kansas

**Library Fund**

as of June 30, 2024

|                               | Preceding Year<br>2023<br>(Actual) | 2024<br>Original<br>Budget | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual | Difference<br>b/w YTD Budget<br>& YTD Actual |
|-------------------------------|------------------------------------|----------------------------|-----------------------------|-----------------------|----------------------------------------------|
| <b>Beginning Cash Balance</b> | \$0                                | \$0                        | \$1                         | \$1                   | \$0                                          |
| <b>REVENUE</b>                |                                    |                            |                             |                       |                                              |
| Ad Valorem Property Tax       | \$969,414                          | \$1,100,165                | \$1,060,000                 | \$1,048,565           | \$11,435                                     |
| Back Tax Collection           | \$27,910                           | \$15,000                   | \$15,000                    | \$10,373              | \$4,627                                      |
| Motor Vehicle Tax             | \$101,488                          | \$96,398                   | \$44,000                    | \$52,940              | (\$8,940)                                    |
| Recreational Vehicle Tax      | \$1,119                            | \$1,180                    | \$375                       | \$456                 | (\$81)                                       |
| AdValorem Tax Reduction       | (\$10,541)                         | (\$11,000)                 | (\$11,000)                  | (\$12,492)            | \$1,492                                      |
| General Fund Contribution     |                                    | \$0                        |                             |                       | \$0                                          |
| <b>TOTAL RECEIPTS</b>         | \$1,089,390                        | \$1,201,743                | \$1,108,375                 | \$1,099,842           | \$8,533                                      |
| <b>EXPENDITURES</b>           |                                    |                            |                             |                       |                                              |
| Insurance Refund              |                                    | \$0                        |                             |                       | \$0                                          |
| Misc Projects                 |                                    | \$0                        |                             |                       |                                              |
| Appropriation                 | \$1,089,389                        | \$1,201,743                | \$1,115,300                 | \$1,099,842           | \$15,458                                     |
| <b>TOTAL EXPENDITURES</b>     | \$1,089,389                        | \$1,201,743                | \$1,115,300                 | \$1,099,842           | \$15,458                                     |
| <b>Ending Cash Balance</b>    | <b>\$1</b>                         | <b>\$0</b>                 | <b>(\$6,924)</b>            | <b>\$1</b>            | <b>(\$6,925)</b>                             |



**Transient Guest Tax**

as of June 30, 2024

|                                         | Preceding Year<br>2023<br>(Actual) | 2024<br>Budget      | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual | Difference<br>b/w YTD Budget<br>& YTD Actual |
|-----------------------------------------|------------------------------------|---------------------|-----------------------------|-----------------------|----------------------------------------------|
| <b>Beginning Cash Balance</b>           | \$810,801                          | \$598,301           | \$999,063                   | \$999,063             | \$0                                          |
| <b>REVENUE</b>                          |                                    |                     |                             |                       |                                              |
| Transient Guest Tax                     | \$851,750                          | \$800,000           | \$440,000                   | \$371,301             | \$68,699                                     |
| Interest on Investment                  | \$31,630                           | \$10,000            | \$4,998                     | \$15,035              | (\$10,037)                                   |
| Fence rental                            | \$9,194                            | \$6,000             | \$3,000                     | \$1,141               | \$1,859                                      |
| Return of amount over allowed reserve   | \$0                                |                     |                             |                       | \$0                                          |
| Repayment of extra funds - Chamber      |                                    |                     |                             | \$0                   | \$0                                          |
| Accounts Receivable - fence rental      | \$279                              |                     |                             | \$223                 | (\$223)                                      |
| <b>TOTAL RECEIPTS</b>                   | \$892,853                          | \$816,000           | \$447,998                   | \$387,701             | \$60,297                                     |
| <b>EXPENDITURES</b>                     |                                    |                     |                             |                       |                                              |
| CVB Appropriation                       | \$385,000                          | \$462,000           | \$462,000                   | \$462,000             | \$0                                          |
| Trusler Sports Complex                  |                                    | \$0                 |                             |                       | \$0                                          |
| City cost associated with events        | \$40,000                           | \$40,000            | \$0                         | \$0                   | \$0                                          |
| Civic Auditorium improvements           | \$50,000                           | \$50,000            | \$50,000                    | \$50,000              | \$0                                          |
| Red Rock's Appropriation                | \$7,500                            | \$7,500             | \$7,500                     | \$7,500               | \$0                                          |
| ESU Welch Stadium                       |                                    | \$200,000           | \$200,000                   | \$200,000             | \$0                                          |
| Disc Golf Course Maintenance & Employee |                                    | \$100,000           | \$100,000                   | \$99,629              | \$371                                        |
| Emporia Main Street                     | \$100,000                          | \$95,000            | \$95,000                    | \$95,000              | \$0                                          |
| Emporia Arts Council Support            | \$10,000                           | \$30,000            | \$30,000                    | \$30,000              | \$0                                          |
| Emporia Granda                          | \$30,000                           | \$30,000            | \$30,000                    | \$30,000              | \$0                                          |
| Symphony in the Flint Hills             |                                    | \$0                 |                             |                       | \$0                                          |
| Unbound Bike Event                      | \$15,000                           | \$15,000            | \$15,000                    | \$15,000              | \$0                                          |
| DDO                                     | \$25,000                           | \$20,000            | \$20,000                    | \$20,000              | \$0                                          |
| Junior World Event                      |                                    | \$0                 |                             |                       | \$0                                          |
| PDGA Professional Disc Golf World       | \$0                                | \$20,000            | \$20,000                    | \$20,000              | \$0                                          |
| Municipal Band Appropriation            |                                    | \$0                 |                             |                       | \$0                                          |
| ESU Foundation - Welch Staidum Imp      |                                    | \$0                 |                             |                       | \$0                                          |
| Free for Kansas - Music event           | \$20,000                           | \$20,000            | \$20,000                    | \$20,000              | \$0                                          |
| Dynamic Discs - Jones course improvemen | \$0                                |                     |                             | \$17,900              | (\$17,900)                                   |
| Hammond Park Crossings                  | \$21,528                           |                     |                             | \$0                   | \$0                                          |
| Miscellaneous                           | \$563                              | \$0                 |                             | \$39,427              | (\$39,427)                                   |
| Special Projects                        |                                    | \$324,801           | \$0                         |                       | \$0                                          |
| Outstanding PO's                        | \$0                                |                     |                             | \$0                   |                                              |
| <b>TOTAL EXPENDITURES</b>               | \$704,591                          | \$1,414,301         | \$1,049,500                 | \$1,106,456           | (\$56,956)                                   |
| <b>Ending Cash Balance</b>              | <b>\$999,063</b>                   | <b>\$0</b>          | <b>\$397,561</b>            | <b>\$280,308</b>      | <b>\$117,253</b>                             |
| Transient Guest Tax Receipts            | 2020                               | 2021                | 2022                        | 2023                  | 2024                                         |
| 1ST QUARTER-JANUARY                     | \$193,559.51                       | \$105,764.76        | \$184,682.75                | \$217,964.96          | \$208,253.00                                 |
| 2ND QUARTER-APRIL                       | \$132,542.30                       | \$135,567.13        | \$143,987.80                | \$170,824.51          | \$163,048.74                                 |
| 3RD QUARTER-JULY                        | \$80,649.41                        | \$192,642.58        | \$223,905.58                | \$232,566.63          |                                              |
| 4TH QUARTER-OCTOBER                     | \$151,949.08                       | \$200,102.99        | \$219,288.14                | \$230,393.63          |                                              |
| <b>TOTAL</b>                            | <b>\$558,700.30</b>                | <b>\$634,077.46</b> | <b>\$771,864.27</b>         | <b>\$851,749.73</b>   | <b>\$371,301.74</b>                          |

City of Emporia, Kansas

# Industrial Fund

as of June 30, 2024

|                                   | Preceding Year<br>2023<br>(Actual) | 2024<br>Budget | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual | Difference<br>b/w YTD Budget<br>& YTD Actual |
|-----------------------------------|------------------------------------|----------------|-----------------------------|-----------------------|----------------------------------------------|
| <b>Beginning Cash Balance</b>     | 21,252                             | 21,880         | 23,447                      | 23,447                | 0                                            |
| <b>REVENUE</b>                    |                                    |                |                             |                       |                                              |
| Ad Valorem Property Tax           | 1,148                              | 1,000          | 1,000                       | 1,023                 | (23)                                         |
| Back Tax Collections              | 34                                 | 21             | 21                          | 12                    | 9                                            |
| Motor Vehicle Tax                 | 123                                | 99             | 53                          | 61                    | (8)                                          |
| Ad Valorem Tax Reduction          | (13)                               | (16)           | (16)                        | (12)                  | (4)                                          |
| Interest on Investment            | 903                                | 600            | 300                         | 624                   | (324)                                        |
| Miscellaneous                     |                                    |                |                             |                       |                                              |
| <b>TOTAL RECEIPTS</b>             | 2,195                              | 1,704          | 1,358                       | 1,708                 | (350)                                        |
| <b>EXPENDITURES</b>               |                                    |                |                             |                       |                                              |
| Travel Expense & Miscellaneous    | 0                                  | 1,185          | 588                         |                       | 588                                          |
| Other charges                     | 0                                  |                |                             |                       | 0                                            |
| Contractual Services              | 0                                  | 0              |                             |                       | 0                                            |
| Special Projects and Reserve Fund | 0                                  | 0              |                             |                       | 0                                            |
| <b>TOTAL EXPENDITURES</b>         | 0                                  | 1,185          | 588                         | 0                     | 588                                          |
| <b>Ending Cash Balance</b>        | 23,447                             | 22,399         | 24,217                      | 25,155                | (938)                                        |

# Economic Sales Tax

as of June 30, 2024

|                               | Preceding Year<br>2023<br>(Actual) | 2024<br>Budget     | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual | Difference<br>b/w YTD Budget<br>& YTD Actual |
|-------------------------------|------------------------------------|--------------------|-----------------------------|-----------------------|----------------------------------------------|
| <b>Beginning Cash Balance</b> | \$1,423,879                        | \$1,547,875        | \$1,319,820                 | \$1,319,820           | \$0                                          |
| <b>Revenue:</b>               |                                    |                    |                             |                       |                                              |
| Sales Tax Receipts            | \$925,000                          | \$925,000          | \$462,500                   | \$462,500             | \$0                                          |
| Interest Income               | \$49,295                           | \$20,000           | \$9,996                     | \$15,533              | (\$5,537)                                    |
| Money for Land Purchase:      | \$0                                | \$0                |                             | \$195,156             | (\$195,156)                                  |
| Bond Proceeds                 | \$0                                | \$0                | \$0                         | \$0                   | \$0                                          |
| Return unused money WM        | \$1,188                            | \$0                |                             | \$0                   | \$0                                          |
| RDA returned money            |                                    |                    |                             |                       |                                              |
| <b>Total Revenue</b>          | \$975,483                          | \$945,000          | \$472,496                   | \$673,189             | (\$200,693)                                  |
| <b>Expense:</b>               |                                    |                    |                             |                       |                                              |
| Appropriation to the RDA      | \$350,000                          | \$400,000          | \$200,000                   | \$191,252             | \$8,748                                      |
| Emporia Enterprises           | \$35,000                           | \$35,000           | \$35,000                    | \$35,000              | \$0                                          |
| Main Street                   | \$0                                | \$45,000           | \$45,000                    | \$45,000              | \$0                                          |
| Land Purchase for Industr     | \$0                                | \$0                | \$0                         | \$0                   | \$0                                          |
| Land Purchase                 | \$0                                | \$0                | \$0                         | \$0                   | \$0                                          |
| Simmons Discount              | \$189,579                          | \$0                |                             | \$0                   | \$0                                          |
| Land Purchase Bond Pmt        | \$85,963                           | \$86,000           | \$86,000                    | \$85,963              | \$37                                         |
| Transfer to B&I water proj    | \$350,000                          | \$350,000          | \$350,000                   | \$350,000             | \$0                                          |
| Soden Rd water main ext       | \$60,000                           | \$0                | \$0                         |                       | \$0                                          |
| Water Valves                  | \$9,000                            |                    |                             |                       | \$0                                          |
| Dynamic Brewing Company       |                                    |                    |                             | \$500,000             | (\$500,000)                                  |
| Special Projects              | \$0                                | \$0                | \$0                         | \$97,172              | (\$97,172)                                   |
| <b>Total Expenses</b>         | \$1,079,542                        | \$916,000          | \$716,000                   | \$1,304,387           | (\$588,387)                                  |
| <b>Ending Cash Balance</b>    | <b>\$1,319,820</b>                 | <b>\$1,576,875</b> | <b>\$1,076,316</b>          | <b>\$688,622</b>      | <b>\$387,694</b>                             |

# Special Alcohol Fund

as of June 30, 2024

|                               | Preceding Year<br>2023<br>(Actual) | 2024<br>Budget | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual | Difference<br>b/w YTD Budget<br>& YTD Actual |
|-------------------------------|------------------------------------|----------------|-----------------------------|-----------------------|----------------------------------------------|
| <b>Beginning Cash Balance</b> | 103,198                            | 107,998        | 120,433                     | 120,433               | 0                                            |
| <b>REVENUE</b>                |                                    |                |                             |                       |                                              |
| Private Club Liquor Tax       | 110,168                            | 104,660        | 52,330                      | 53,294                | (964)                                        |
| Interest on Investment        | 4,267                              | 500            | 248                         | 2,945                 | (2,697)                                      |
| <b>TOTAL RECEIPTS</b>         | 114,435                            | 105,160        | 52,578                      | <b>56,238</b>         | (3,660)                                      |
| <b>EXPENDITURES</b>           |                                    |                |                             |                       |                                              |
| Appropriations                | 97,200                             | 112,200        | 56,100                      | 59,700                | (3,600)                                      |
| Special Projects              |                                    | 0              | 0                           |                       | 0                                            |
| <b>TOTAL EXPENDITURES</b>     | 97,200                             | 112,200        | 56,100                      | 59,700                | (3,600)                                      |
| <b>Ending Cash Balance</b>    | <b>120,433</b>                     | <b>100,958</b> | <b>116,911</b>              | <b>116,971</b>        | <b>(60)</b>                                  |

|                                      | Receive in<br>2020 | Receive in 2021    | Receive in 2022    | Receive in 2023    | Receive in 2024     |
|--------------------------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
| Appropriations                       |                    |                    |                    |                    |                     |
| Cross Winds                          | \$20,000.00        | \$15,000.00        | \$15,000.00        | \$15,000.00        | \$20,000.00         |
| Corner House                         | \$65,000.00        | \$48,750.00        | \$65,000.00        | \$75,000.00        | \$85,000.00         |
| Emporia State University             | \$9,000.00         | \$6,750.00         | \$6,750.00         | \$7,200.00         | \$7,200.00          |
| Emporia State University<br>USD #253 | \$0.00             | \$0.00             |                    |                    |                     |
| <b>Total</b>                         | <b>\$94,000.00</b> | <b>\$70,500.00</b> | <b>\$86,750.00</b> | <b>\$97,200.00</b> | <b>\$112,200.00</b> |

| Receipts                | 2020               | 2021               | 2022                | 2023                | 2024               |
|-------------------------|--------------------|--------------------|---------------------|---------------------|--------------------|
| 1ST QUARTER - MARCH     | \$22,675.47        | \$17,214.78        | \$23,976.09         | \$25,545.76         | \$26,804.33        |
| 2ND QUARTER - JUNE      | \$21,611.91        | \$18,634.04        | \$22,129.19         | \$26,129.12         | \$26,489.58        |
| 3RD QUARTER - SEPTEMBER | \$7,881.01         | \$25,844.73        | \$28,544.72         | \$31,037.27         | \$0.00             |
| 4TH QUARTER - DECEMBER  | \$14,069.40        | \$24,664.21        | \$25,393.46         | \$27,455.87         | \$0.00             |
| <b>TOTAL</b>            | <b>\$66,237.79</b> | <b>\$86,357.76</b> | <b>\$100,043.46</b> | <b>\$110,168.02</b> | <b>\$53,293.91</b> |

## City of Emporia, Kansas

**Special Park Fund**

as of June 30, 2024

|                                   | Preceding Year<br>2023<br>(Actual) | 2024<br>Budget        | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual          | Difference<br>b/w YTD Budget<br>& YTD Actual |
|-----------------------------------|------------------------------------|-----------------------|-----------------------------|--------------------------------|----------------------------------------------|
| <b>Beginning Cash Balance</b>     | \$83,362                           | \$75,362              | \$115,908                   | \$115,908                      | \$0                                          |
| <b>REVENUE</b>                    |                                    |                       |                             |                                |                                              |
| Private Club Liquor Tax           | \$110,168                          | \$104,660             | \$52,330                    | \$53,294                       | (\$964)                                      |
| Donations& Grants                 |                                    | \$0                   | \$0                         | \$0                            | \$0                                          |
| Lake Kahola Proceeds              |                                    | \$0                   |                             |                                | \$0                                          |
| Trf of funds from project account | \$0                                | \$0                   |                             | \$0                            | \$0                                          |
| Interest on Investment            | \$5,237                            | \$2,000               | \$996                       | \$3,638                        | (\$2,642)                                    |
| <b>TOTAL RECEIPTS</b>             | \$115,405                          | \$106,660             | \$53,326                    | \$56,932                       | (\$3,606)                                    |
| <b>EXPENDITURES</b>               |                                    |                       |                             |                                |                                              |
| Capital Outlay                    | \$67,859                           | \$95,000              | \$95,000                    | \$0                            | \$95,000                                     |
| Municipal Band Allocation         | \$15,000                           | \$15,000              | \$15,000                    | \$15,000                       | \$0                                          |
| Miscellaneous                     |                                    |                       |                             |                                | \$0                                          |
| Commodities                       | \$0                                | \$0                   |                             | \$0                            | \$0                                          |
| Contractual Services              | \$0                                | \$0                   |                             | \$0                            | \$0                                          |
| Other Charges                     |                                    |                       |                             |                                | \$0                                          |
| Transfer to Project Account       | \$0                                |                       |                             | \$0                            | \$0                                          |
| Outstanding PO's                  | \$0                                |                       |                             | \$0                            |                                              |
| Special Projects                  | \$0                                | \$0                   | \$0                         |                                | \$0                                          |
| <b>TOTAL EXPENDITURES</b>         | \$82,859                           | \$110,000             | \$110,000                   | \$15,000                       | \$95,000                                     |
| <b>Ending Cash Balance</b>        | <b>\$115,908</b>                   | <b>\$72,022</b>       | <b>\$59,234</b>             | <b>\$157,840</b>               | <b>(\$98,606)</b>                            |
| <b>Receipts</b>                   | <b>2020</b>                        | <b>2021</b>           | <b>2022</b>                 | <b>2023</b>                    | <b>2024</b>                                  |
| 1ST QUARTER - MARCH               | \$22,675.47                        | \$17,214.77           | \$23,976.10                 | \$25,545.75                    | \$26,804.32                                  |
| 2ND QUARTER - JUNE                | \$22,611.90                        | \$18,634.04           | \$22,129.19                 | \$26,129.11                    | \$26,489.57                                  |
| 3RD QUARTER - SEPTEMBER           | \$7,881.00                         | \$25,844.73           | \$28,544.72                 | \$31,037.26                    | \$0.00                                       |
| 4TH QUARTER - DECEMBER            | \$14,069.39                        | \$24,664.03           | \$25,393.46                 | \$27,455.86                    | \$0.00                                       |
| <b>TOTAL</b>                      | <b>\$67,237.76</b>                 | <b>\$86,357.57</b>    | <b>\$100,043.47</b>         | <b>\$110,167.98</b>            | <b>\$53,293.89</b>                           |
| <b>Capital Items</b>              | <b>Budget Amount</b>               | <b>Purchase Price</b> |                             |                                |                                              |
| Golf Course                       | \$43,000.00                        |                       |                             | Tees & Banks Reel Mower (200   |                                              |
| Golf Course                       | 52,500.00                          |                       |                             | Tees & Banks Reel Mower (2004) |                                              |
|                                   | <u>95,500.00</u>                   |                       |                             |                                |                                              |

## City of Emporia, Kansas

**Special Street Fund**

as of June 30, 2024

|                               | Preceding Year<br>2023<br>(Actual) | 2024<br>Budget | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual | Difference<br>b/w YTD Budget<br>& YTD Actual |
|-------------------------------|------------------------------------|----------------|-----------------------------|-----------------------|----------------------------------------------|
| <b>Beginning Cash Balance</b> | 289,140                            | 270,715        | 179,135                     | 179,135               |                                              |
| <b>REVENUE</b>                |                                    |                |                             |                       |                                              |
| Gasoline Tax                  | 648,358                            | 741,360        | 370,680                     | 311,424               | 59,256                                       |
| Special City-County Tax       | 79,800                             | 77,677         | 38,838                      | 40,283                | (1,445)                                      |
| Damages                       | 28,423                             | 5,000          | 2,496                       | 7,421                 | (4,925)                                      |
| Interest on Investment        | 11,772                             | 5,000          | 2,496                       | 6,328                 | (3,832)                                      |
| Transfer of Funds             | 111,664                            | 100,000        | 100,000                     | 100,000               | 0                                            |
| Sale of Salvage               | 0                                  |                |                             | 0                     | 0                                            |
| Miscellaneous                 | 228                                | 0              |                             | 125                   | (125)                                        |
| <b>TOTAL RECEIPTS</b>         | 880,245                            | 929,037        | 514,510                     | 465,581               | 48,929                                       |
| <b>EXPENDITURES</b>           |                                    |                |                             |                       |                                              |
| Personnel Services            | 684,955                            | 676,759        | 338,368                     | 328,288               | 10,080                                       |
| Vacancy                       |                                    | (12,988)       |                             |                       | 0                                            |
| Maintenance & Repair          | 137,928                            | 151,792        | 75,864                      | 59,350                | 16,514                                       |
| Commodities                   | 108,252                            | 145,450        | 72,696                      | 59,376                | 13,320                                       |
| Other Charges                 | (19,694)                           | 46,590         | 31,664                      | 11,097                | 20,567                                       |
| Capital Outlay                | 0                                  | 0              |                             | 0                     | 0                                            |
| Transfer of Funds             | 5,000                              | 88,000         | 88,000                      | 0                     | 88,000                                       |
| Utilities                     | 22,712                             | 31,450         | 15,714                      | 8,124                 | 7,590                                        |
| Communications                | 1,695                              | 2,700          | 1,338                       | 763                   | 575                                          |
| Training & Travel             | 13,778                             | 10,000         | 4,998                       | 3,851                 | 1,147                                        |
| Contractual Services          | 39,963                             | 45,800         | 22,890                      | 15,236                | 7,654                                        |
| Special Projects              | 0                                  | 0              | 0                           | 0                     | 0                                            |
| Audit Adjustments             | (4,339)                            |                |                             | (28,829)              | 28,829                                       |
| Outstanding PO's              | 0                                  |                |                             | 0                     | 0                                            |
| <b>TOTAL EXPENDITURES</b>     | 990,250                            | 1,185,553      | 651,532                     | 457,255               | 194,277                                      |
| Net Change in Cash            | (110,005)                          | (256,516)      | (137,022)                   | 8,326                 |                                              |
| <b>Ending Cash Balance</b>    | <b>179,135</b>                     | <b>14,199</b>  | <b>42,113</b>               | <b>187,461</b>        |                                              |
| Receipts                      | 2020                               | 2021           | 2022                        | 2023                  | 2024                                         |
| 1st Quarter - Jan Payment     | \$173,837.48                       | \$161,594.64   | \$167,557.74                | \$167,412.68          | \$159,680.00                                 |
| 2nd Quarter - April Payment   | \$163,486.85                       | \$149,245.64   | \$157,106.42                | \$149,529.56          | \$151,744.49                                 |
| Extra Payment- June           |                                    | \$54,671.53    |                             |                       |                                              |
| 3rd Quarter - July Payment    | \$140,178.69                       | \$172,643.49   | \$166,060.14                | \$166,505.96          |                                              |
| 4th Quarter - Oct Payment     | \$164,712.37                       | \$174,419.30   | \$165,112.70                | \$164,909.80          |                                              |
| Total                         | \$642,215.39                       | \$712,574.60   | \$655,837.00                | \$648,358.00          | \$311,424.49                                 |

|                     |                      |                       |
|---------------------|----------------------|-----------------------|
| <b>Capital Item</b> | <b>Budget Amount</b> | <b>Purchase Price</b> |
|---------------------|----------------------|-----------------------|

# Drug Forfeiture Fund

as of June 30, 2024

|                                | Preceding Year<br>2023<br>(Actual) | 2024<br>Budget  | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual | Difference<br>b/w YTD Budget<br>& YTD Actual |
|--------------------------------|------------------------------------|-----------------|-----------------------------|-----------------------|----------------------------------------------|
| <b>Beginning Cash Balance</b>  | \$83,820                           | \$85,821        | \$35,885                    | \$35,885              |                                              |
| REVENUE                        |                                    |                 |                             |                       |                                              |
| Receipts from Drug Forfeitures | \$4,970                            | \$5,000         | \$2,496                     | \$21,914              | (19,418)                                     |
| Interest on Investment         | \$2,591                            | \$2,000         | \$996                       | \$1,146               | (150)                                        |
| Miscellaneous                  |                                    |                 |                             |                       |                                              |
| <b>TOTAL RECEIPTS</b>          | \$7,561                            | \$7,000         | \$3,492                     | \$23,061              | (19,569)                                     |
| EXPENDITURES                   |                                    |                 |                             |                       |                                              |
| Commodities                    | \$3,921                            | \$5,000         | \$2,496                     | \$11,268              | (8,772)                                      |
| Capital Outlay                 |                                    | \$0             |                             | \$10,380              | (10,380)                                     |
| Communications                 | \$101                              | \$0             |                             | \$330                 | (330)                                        |
| Other Charges                  | \$51,324                           |                 | \$0                         | \$0                   | -                                            |
| Transfer of funds              |                                    |                 |                             |                       |                                              |
| Other Contractual              | \$150                              | \$0             |                             | \$0                   | -                                            |
| Travel & Training              |                                    |                 |                             |                       | -                                            |
| Maintenance & Repair           | \$0                                | \$0             | \$0                         | \$0                   | -                                            |
| Outstanding PO's               | \$0                                |                 |                             | \$0                   |                                              |
| Special Projects               |                                    | \$0             | \$0                         |                       |                                              |
| <b>TOTAL EXPENDITURES</b>      | \$55,496                           | \$5,000         | \$2,496                     | \$21,978              | (19,482)                                     |
| <b>Ending Cash Balance</b>     | <b>\$35,885</b>                    | <b>\$87,821</b> | <b>\$36,881</b>             | <b>\$36,967</b>       |                                              |

City of Emporia, Kansas

# Storm Water

as of June 30, 2024

|                               | Preceding Year<br>2023<br>(Actual) | 2024<br>Budget | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual | Difference<br>b/w YTD Budget<br>& YTD Actual |
|-------------------------------|------------------------------------|----------------|-----------------------------|-----------------------|----------------------------------------------|
| <b>Beginning Cash Balance</b> | \$259,179                          | \$0            | \$243,446                   | \$243,446             |                                              |
| <b>REVENUE</b>                |                                    |                |                             |                       |                                              |
| Transfer from Multi Year      | \$100,000                          | \$0            | \$0                         | \$100,000             | (100,000)                                    |
| Interest on Investment        | \$10,491                           | \$0            | \$0                         | \$8,237               | (8,237)                                      |
| Miscellaneous                 |                                    |                |                             |                       |                                              |
| <b>TOTAL RECEIPTS</b>         | \$110,491                          | \$0            | \$0                         | \$108,237             | (108,237)                                    |
| <b>EXPENDITURES</b>           |                                    |                |                             |                       |                                              |
| Commodities                   | \$0                                | \$0            | \$0                         | \$0                   | -                                            |
| Capital Outlay                | \$234                              | \$0            |                             | \$1,751               | (1,751)                                      |
| Communications                | \$0                                | \$0            |                             | \$616                 | (616)                                        |
| Other Charges                 | \$256                              |                |                             | \$0                   | -                                            |
| Transfer of funds             | \$125,734                          |                |                             | \$0                   | -                                            |
| Other Contractual             |                                    | \$0            |                             | \$0                   | -                                            |
| Travel & Training             |                                    |                |                             |                       | -                                            |
| Maintenance & Repair          | \$0                                | \$0            | \$0                         | \$96,002              | (96,002)                                     |
| Outstanding PO's              | \$0                                |                |                             | \$0                   |                                              |
| Special Projects              |                                    | \$0            | \$0                         |                       |                                              |
| <b>TOTAL EXPENDITURES</b>     | \$126,224                          | \$0            | \$0                         | \$98,369              | (98,369)                                     |
| <b>Ending Cash Balance</b>    | <b>\$243,446</b>                   | <b>\$0</b>     | <b>\$243,446</b>            | <b>\$253,313</b>      |                                              |



City of Emporia, Kansas

# Land Bank

as of June 30, 2024

|                               | Preceding Year<br>2023<br>(Actual) | 2024<br>Budget | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual | Difference<br>b/w YTD Budget<br>& YTD Actual |
|-------------------------------|------------------------------------|----------------|-----------------------------|-----------------------|----------------------------------------------|
| <b>Beginning Cash Balance</b> | \$59,845                           | \$0            | \$0                         | \$127,414             |                                              |
| REVENUE                       |                                    |                |                             |                       |                                              |
| Transfer from Multi Year      | \$50,000                           | \$0            | \$0                         | \$0                   | -                                            |
| Interest on Investment        | \$4,009                            | \$0            | \$0                         | \$3,293               | (3,293)                                      |
| Sale of Property              | \$13,571                           |                |                             | \$0                   |                                              |
| <b>TOTAL RECEIPTS</b>         | \$67,580                           | \$0            | \$0                         | \$3,293               | (3,293)                                      |
| EXPENDITURES                  |                                    |                |                             |                       |                                              |
| Commodities                   | \$0                                | \$0            | \$0                         | \$0                   | -                                            |
| Capital Outlay                |                                    | \$0            |                             |                       | -                                            |
| Communications                | \$0                                | \$0            |                             | \$0                   | -                                            |
| Other Charges                 | \$0                                | \$0            | \$0                         | \$362                 | (362)                                        |
| Purchase of Property          | \$0                                | \$0            | \$0                         |                       |                                              |
| Communications                | \$11                               | \$0            | \$0                         | \$0                   | -                                            |
| Other Contractual Services    |                                    | \$0            | \$0                         |                       | -                                            |
| Maintenance & Repair          | \$0                                | \$0            | \$0                         | \$0                   | -                                            |
| Outstanding PO's              | \$0                                |                |                             | \$0                   |                                              |
| Special Projects              |                                    | \$0            | \$0                         |                       |                                              |
| <b>TOTAL EXPENDITURES</b>     | \$11                               | \$0            | \$0                         | \$362                 | (362)                                        |
| <b>Ending Cash Balance</b>    | <b>\$127,414</b>                   | <b>\$0</b>     | <b>\$0</b>                  | <b>\$130,345</b>      |                                              |

City of Emporia, Kansas

# Bond & Interest Fund

as of June 30, 2024

|                                           | Preceding Year<br>2023<br>(Actual) | 2024<br>Budget     | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual | Difference<br>b/w YTD Budget<br>& YTD Actual |
|-------------------------------------------|------------------------------------|--------------------|-----------------------------|-----------------------|----------------------------------------------|
| <b>Beginning Cash Balance</b>             | \$1,986,995                        | \$2,253,014        | \$2,358,480                 | \$2,358,480           | \$0                                          |
| <b>REVENUE</b>                            |                                    |                    |                             |                       |                                              |
| Ad Valorem Property Tax                   | \$1,954,979                        | \$2,090,214        | \$2,040,000                 | \$1,992,588           | 47,412                                       |
| Back Tax Collection                       | \$56,415                           | \$40,000           | \$40,000                    | \$20,697              | 19,303                                       |
| Special Assessments                       | \$68,913                           | \$35,300           | \$35,302                    | \$67,861              | (32,559)                                     |
| Motor Vehicle Tax                         | \$190,994                          | \$195,337          | \$96,000                    | \$105,691             | (9,691)                                      |
| Ad Valorem Tax Reduction                  | -\$21,102                          | -\$22,000          | -\$22,000                   | -\$23,734             | 1,734                                        |
| Interest on Investment                    | \$112,690                          | \$90,000           | \$45,000                    | \$94,015              | (49,015)                                     |
| Recreation Center - Pool renovation       |                                    | \$0                |                             |                       | 0                                            |
| Recreation Center - Office/Locker Remodel |                                    | \$0                |                             |                       | 0                                            |
| Recreation Center - Ball Diamond Improvem | \$46,350                           | \$0                | \$0                         | \$0                   | 0                                            |
| Recreation Center - Fitness Room          | \$51,200                           | \$51,360           | \$1,680                     | \$1,680               | 0                                            |
| Industrial Land Payment - Ind Sales Tax   | \$85,963                           | \$0                |                             | \$85,963              | (85,963)                                     |
| Sale of Bonds                             | \$0                                | \$0                | \$0                         | \$0                   | 0                                            |
| Gas Line Payment - Ind Sales Tax          |                                    | \$0                |                             |                       | 0                                            |
| Hanger Payment - General Fund             |                                    | \$0                |                             |                       | 0                                            |
| Miscellaneous                             | \$0                                | \$0                |                             | \$0                   | 0                                            |
| Transfer of Funds from Project Accounts   | \$0                                | \$0                | \$0                         | \$0                   | 0                                            |
| <b>TOTAL RECEIPTS</b>                     | \$2,546,402                        | \$2,480,211        | \$2,235,982                 | \$2,344,761           | -\$108,779                                   |
| <b>EXPENDITURES</b>                       |                                    |                    |                             |                       |                                              |
| Principal                                 | \$1,895,000                        | \$875,000          | \$0                         | \$113,925             | (113,925)                                    |
| Interest Coupons                          | \$279,917                          | \$227,850          | \$0                         | \$0                   | 0                                            |
| Transfer of funds                         | \$0                                |                    |                             | \$0                   |                                              |
| Misc projects                             |                                    | \$0                | \$0                         |                       |                                              |
| <b>TOTAL EXPENDITURES</b>                 | \$2,174,917                        | \$1,102,850        | \$0                         | \$113,925             | (113,925)                                    |
| <b>Ending Cash Balance</b>                | <b>\$2,358,480</b>                 | <b>\$3,630,375</b> | <b>\$4,594,462</b>          | <b>\$4,589,316</b>    |                                              |

# Equipment Reserve Fund

as of June 30, 2024

|                               | Preceding Year<br>2023<br>(Actual) | 2024<br>Budget | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual | Difference<br>b/w YTD Budget<br>& YTD Actual |
|-------------------------------|------------------------------------|----------------|-----------------------------|-----------------------|----------------------------------------------|
| <b>Beginning Cash Balance</b> | \$335,168                          | \$0            | \$579,091                   | \$579,091             |                                              |
| <b>REVENUE</b>                |                                    |                |                             |                       |                                              |
| Transfer from other funds     | \$1,105,126                        |                |                             | \$0                   | -                                            |
| Interest on Investment        | \$43,339                           |                |                             | \$16,246              | (16,246)                                     |
| Sale of Vehicles              | \$113,130                          |                |                             | \$63,165              |                                              |
| <b>TOTAL RECEIPTS</b>         | \$1,261,595                        | \$0            | \$0                         | \$79,411              | (16,246)                                     |
| <b>EXPENDITURES</b>           |                                    |                |                             |                       |                                              |
| Leasing Payment               | \$663,233                          |                |                             | \$236,145             | (236,145)                                    |
| Outstanding PO's              | \$354,439                          |                |                             | \$0                   |                                              |
| Special Projects              |                                    |                |                             |                       |                                              |
| <b>TOTAL EXPENDITURES</b>     | \$1,017,672                        | \$0            | \$0                         | \$236,145             | (236,145)                                    |
| <b>Ending Cash Balance</b>    | <b>\$579,091</b>                   | <b>\$0</b>     | <b>\$579,091</b>            | <b>\$422,357</b>      |                                              |

## City of Emporia, Kansas

**Water Fund**

as of June 30, 2024

|                              | Preceding Year<br>2023<br>(Actual) | 2024<br>Budget   | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual | Difference<br>w/ YTD Budget<br>& YTD Actual |
|------------------------------|------------------------------------|------------------|-----------------------------|-----------------------|---------------------------------------------|
| <b>BEGINNING CASH</b>        | 2,452,274                          | 2,406,983        | 1,676,012                   | 830,592               | 0                                           |
| <b>REVENUE</b>               |                                    |                  |                             |                       |                                             |
| Sale of Water                | 7,718,770                          | 8,029,720        | 4,014,858                   | 4,229,395             | (214,537)                                   |
| Service Charge               | 94,666                             | 100,000          | 49,998                      | 41,644                | 8,354                                       |
| Penalties                    | 89,725                             | 95,000           | 47,496                      | 48,172                | (676)                                       |
| Sale of Salvage              |                                    | 0                |                             | 0                     | 0                                           |
| Reimbursed Expense           | 28,518                             | 20,000           | 10,368                      | 51,848                | (41,480)                                    |
| Interest on Investment       | 102,130                            | 65,000           | 32,496                      | 36,136                | (3,640)                                     |
| Sale of Bonds                | 3,337,786                          | 0                | 0                           | 0                     | 0                                           |
| Trf from Industrial Fund     | 350,000                            | 436,000          | 436,000                     | 350,000               | 86,000                                      |
| Trf from Project fund        | 0                                  | 0                | 0                           | 0                     | 0                                           |
| Non Operating Revenue        | 0                                  | 0                |                             | 2,618,728             | (2,618,728)                                 |
| Miscellaneous                | 6,912                              | 2,100            | 498                         | 11,972                | (11,474)                                    |
| <b>TOTAL RECEIPTS</b>        | 11,728,507                         | 8,747,820        | 4,591,714                   | 7,387,895             | (2,796,181)                                 |
| <b>EXPENDITURES</b>          |                                    |                  |                             |                       |                                             |
| Personnel Services           | 1,174,831                          | 1,446,961        | 723,468                     | 690,807               | 32,661                                      |
| Vacancy                      |                                    | (27,810)         | 0                           |                       | 0                                           |
| Maintenance & Repair         | 2,237,571                          | 1,043,050        | 513,982                     | 656,100               | (142,118)                                   |
| Commodities                  | 1,757,586                          | 1,426,850        | 713,370                     | 1,260,473             | (547,103)                                   |
| Other Charges                | 375,064                            | 247,390          | 143,184                     | 357,047               | (213,863)                                   |
| Capital Outlay               | 0                                  | 995,000          | 995,000                     | 0                     | 995,000                                     |
| Debt Payment                 | 1,733,972                          | 1,653,139        | 1,451,901                   | 1,644,649             | (192,748)                                   |
| Stock                        | 32,154                             | 5,000            | 2,496                       | 8,481                 | (5,985)                                     |
| Transfer to Project Account  | 3,444,286                          | 25,000           | 25,000                      | 2,618,728             | (2,593,728)                                 |
| Utilities                    | 664,956                            | 594,600          | 297,282                     | 299,743               | (2,461)                                     |
| Communications               | 28,074                             | 44,900           | 22,428                      | 12,217                | 10,211                                      |
| Travel & Training            | 25,027                             | 15,200           | 7,590                       | 11,522                | (3,932)                                     |
| Contractual Services         | 789,492                            | 1,292,000        | 913,974                     | 969,567               | (55,593)                                    |
| Administrative Fee 16%       | 1,086,178                          | 1,315,955        | 657,978                     | 691,074               | (33,096)                                    |
| Excess Carryover             |                                    | 0                | 0                           |                       | 0                                           |
| Change in Liabilities        | 998                                | 0                |                             | (251,336)             | 251,336                                     |
| Outstanding PO's             | 0                                  |                  |                             |                       |                                             |
| <b>TOTAL EXPENDITURES</b>    | 13,350,189                         | 10,077,235       | 6,467,653                   | 8,969,074             | (2,501,421)                                 |
| <b>NET CHANGE IN CASH</b>    | (1,621,682)                        | (1,329,415)      | (1,875,939)                 | (1,581,179)           | (294,760)                                   |
| <b>ENDING CASH BALANCE</b>   | <b>830,592</b>                     | <b>1,077,568</b> | <b>(199,927)</b>            | <b>(750,587)</b>      |                                             |
| Principal Bond Payments      | (1,415,000)                        | (1,415,000)      | (1,415,000)                 | (1,415,000)           |                                             |
| Depreciation                 | 1,456,758                          | 1,550,000        | 774,996                     | 714,067               |                                             |
| Capitalized Assets           | (3,879,788)                        | (995,000)        | 0                           | 0                     |                                             |
| Liabilities                  |                                    |                  |                             |                       |                                             |
| <b>ADJUSTMENTS</b>           | (3,838,030)                        | (860,000)        | (640,004)                   | (700,933)             |                                             |
| Base for reserve calculation | 9,905,903                          | 9,082,235        | 5,447,653                   | 6,350,346             |                                             |
| 20% reserve amount           | 1,981,181                          | 1,816,447        | 1,089,531                   | 1,270,069             |                                             |
| Amount over 20% reserve      | (1,150,589)                        | (738,879)        | (1,289,458)                 | (2,020,656)           |                                             |

**Wastewater Fund**

as of June 30, 2024

|                              | Preceding Year<br>2023<br>(Actual) | 2024<br>Budget | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual | Difference<br>b/w YTD Budget<br>& YTD Actual |
|------------------------------|------------------------------------|----------------|-----------------------------|-----------------------|----------------------------------------------|
| <b>BEGINNING CASH</b>        | 2,087,628                          | 1,338,621      | 1,029,532                   | 1,029,532             |                                              |
| <b>REVENUE</b>               |                                    |                |                             |                       |                                              |
| Sales/Charges                | 6,169,657                          | 6,126,631      | 3,063,312                   | 3,130,484             | (67,172)                                     |
| Extra Strength Surcharge     | 171,000                            | 127,500        | 63,744                      | 98,148                | (34,404)                                     |
| Interest on Investment       | 80,398                             | 40,000         | 19,998                      | 30,673                | (10,675)                                     |
| New System taps              | 4,600                              | 1,000          | 498                         | 800                   | 827                                          |
| Loss on sales of assets      | 0                                  |                |                             | 0                     |                                              |
| Grant money                  | 1,225,409                          | 0              | 0                           | 0                     | 0                                            |
| Sale of Bonds                | 6,533,733                          | 0              | 0                           | 0                     | 0                                            |
| Non Operating Revenue        | 562,302                            |                | 0                           | 135,920               | (135,920)                                    |
| Miscellaneous                | 15,315                             | 1,000          | 498                         | 2,905                 | (2,407)                                      |
| <b>TOTAL RECEIPTS</b>        | 14,762,414                         | 6,296,131      | 3,148,050                   | 3,398,929             | (249,751)                                    |
| <b>EXPENDITURES</b>          |                                    |                |                             |                       |                                              |
| Personnel Services           | 1,287,455                          | 1,310,671      | 655,332                     | 696,799               | (41,467)                                     |
| Vacancy                      | 0                                  | (23,100)       |                             | 0                     | 0                                            |
| Maintenance & Repair         | 624,540                            | 489,100        | 230,532                     | 255,052               | (24,520)                                     |
| Commodities                  | 427,896                            | 374,750        | 187,338                     | 412,902               | (225,564)                                    |
| Other Charges                | 291,139                            | 187,785        | 133,431                     | 119,496               | 13,935                                       |
| Capital Outlay               | 604,993                            | 405,000        | 405,000                     | 111,436               | 293,564                                      |
| Debt Payment                 | 2,843,772                          | 2,800,484      | 2,505,881                   | 2,573,375             | (67,494)                                     |
| Transfer to Project fund     | 8,320,208                          | 79,100         | 79,100                      | 135,920               | (56,820)                                     |
| Utilities                    | 570,015                            | 599,500        | 299,736                     | 337,042               | (37,306)                                     |
| Communications               | 21,816                             | 29,600         | 14,772                      | 10,319                | 4,453                                        |
| Travel & Training            | 15,084                             | 11,500         | 5,736                       | 4,814                 | 922                                          |
| Contractual Services         | 215,926                            | 239,550        | 125,252                     | 245,909               | (120,657)                                    |
| Administrative Fee flat      | 610,000                            | 610,000        | 304,998                     | 305,000               | (2)                                          |
| Excess Carryover             |                                    | 0              | 0                           |                       | 0                                            |
| Change in Liabilities        | (12,334)                           | 0              |                             | (353,115)             | 353,115                                      |
| Outstanding PO's             | 0                                  |                |                             |                       |                                              |
| <b>TOTAL EXPENDITURES</b>    | 15,820,510                         | 7,113,940      | 4,947,108                   | 4,854,950             | 92,158                                       |
| <b>NET CHANGE IN CASH</b>    | (1,058,096)                        | (817,809)      | (1,799,058)                 | (1,456,021)           | (341,908)                                    |
| <b>ENDING CASH BALANCE</b>   | <b>1,029,532</b>                   | <b>520,812</b> | <b>(769,526)</b>            | <b>(426,489)</b>      |                                              |
|                              |                                    |                |                             |                       |                                              |
| Depreciation                 | 2,096,619                          | 2,125,205      | 1,062,594                   | 1,129,153             |                                              |
| Principal Bond Payments      | (2,285,730)                        | (2,211,279)    | (2,211,279)                 | (2,211,279)           |                                              |
| Capitalized Assets           | (3,169,496)                        | (405,000)      | 0                           | 0                     |                                              |
| Change in Liabilities        |                                    | 0              |                             |                       |                                              |
| <b>ADJUSTMENTS</b>           | (3,358,607)                        | (491,074)      | (1,148,685)                 | (1,082,126)           |                                              |
| Base for reserve calculation | 6,895,309                          | 6,708,940      | 4,463,008                   | 4,607,594             |                                              |
| 20% Cash Reserve amount      | 1,379,062                          | 1,341,788      | 892,602                     | 921,519               |                                              |
| Amount over 20% Cash Reserve | (349,530)                          | (820,976)      | (1,662,128)                 | (1,348,008)           |                                              |

**Solid Waste Fund**

as of June 30, 2024

|                                | Preceding Year<br>2023<br>(Actual) | 2024<br>Budget   | 2024<br>Jan -June<br>Budget | 2024<br>YTD<br>Actual | Difference<br>b/w YTD Budget<br>& YTD Actual |
|--------------------------------|------------------------------------|------------------|-----------------------------|-----------------------|----------------------------------------------|
| <b>BEGINNING CASH</b>          | 3,549,209                          | 2,658,924        | 3,388,241                   | 3,388,241             |                                              |
| <b>REVENUE</b>                 |                                    |                  |                             |                       |                                              |
| Refuse Collection Fees         | 3,004,195                          | 3,050,000        | 1,524,996                   | 1,506,257             | 18,739                                       |
| Loss on Sale of Assets         |                                    | 0                |                             | 0                     | 0                                            |
| Interest on Investments        | 150,996                            | 70,000           | 34,998                      | 89,977                | (54,979)                                     |
| Trf from Health Ins - Premiums |                                    | 0                |                             |                       | 0                                            |
| Resale of Recyclables          | 84,117                             | 60,000           | 30,000                      | 69,531                | (39,531)                                     |
| Box Container Fees             | 1,868,989                          | 2,270,000        | 1,134,996                   | 931,174               | 203,822                                      |
| Landfill Fees                  | 611,254                            | 608,000          | 303,996                     | 273,102               | 30,894                                       |
| Transfers                      | 19,428                             | 0                |                             | 0                     | 0                                            |
| Miscellaneous                  | 5,664                              | 4,800            | 246                         | 6,675                 | (6,429)                                      |
| <b>TOTAL RECEIPTS</b>          | 5,744,643                          | 6,062,800        | 3,029,232                   | 2,876,716             | 152,516                                      |
| <b>EXPENDITURES</b>            |                                    |                  |                             |                       |                                              |
| Personnel Services             | 2,268,626                          | 2,450,264        | 1,225,114                   | 1,194,158             | 30,956                                       |
| Vacancy                        |                                    | (47,329)         |                             |                       | 0                                            |
| Maintenance & Repair           | 372,042                            | 390,500          | 185,976                     | 98,627                | 87,349                                       |
| Commodities                    | 408,039                            | 428,000          | 211,692                     | 167,022               | 44,670                                       |
| Other Charges                  | 278,567                            | 220,735          | 116,103                     | 200,769               | (84,666)                                     |
| Capital Outlay                 | 3,970                              | 655,000          | 655,000                     | 254,798               | 400,203                                      |
| Transfer to Equipment Reserve  | 25,000                             | 86,000           | 86,000                      | 0                     | 86,000                                       |
| Utilities                      | 60,758                             | 72,000           | 35,982                      | 28,163                | 7,819                                        |
| Communications                 | 37,201                             | 49,900           | 24,918                      | 16,175                | 8,743                                        |
| Transfer to project            | 0                                  | 0                |                             |                       | 0                                            |
| Travel & Training              | 10,752                             | 8,750            | 4,362                       | 3,398                 | 964                                          |
| Contractual Services           | 1,679,951                          | 1,855,500        | 937,400                     | 868,957               | 68,443                                       |
| Administrative Fee 16%         | 877,017                            | 948,480          | 474,240                     | 433,685               | 40,555                                       |
| Excess Carryover               |                                    | 0                | 0                           | 0                     | 0                                            |
| Change in Liabilities          | (116,312)                          | 0                |                             | 30,747                | (30,747)                                     |
| Outstanding PO's               | 0                                  |                  |                             |                       |                                              |
| <b>TOTAL EXPENDITURES</b>      | 5,905,611                          | 7,117,800        | 3,956,787                   | 3,296,497             | 660,290                                      |
| <b>NET CHANGE IN CASH</b>      | (160,968)                          | (1,055,000)      | (927,555)                   | (419,781)             | (507,774)                                    |
| <b>ENDING CASH BALANCE</b>     | <b>3,388,241</b>                   | <b>1,603,924</b> | <b>2,460,686</b>            | <b>2,968,460</b>      |                                              |
|                                |                                    |                  |                             |                       |                                              |
| Principal Payments             | 0                                  | 0                | 0                           | 0                     |                                              |
| Depreciation                   | 394,298                            | 455,000          | 222,492                     | 196,968               |                                              |
| Capitalized Assets             | (459,572)                          | (655,000)        | 0                           | (354,439)             |                                              |
| Change in Liabilities          |                                    | 0                |                             |                       |                                              |
| <b>ADJUSTMENTS</b>             | (65,274)                           | (200,000)        | 222,492                     | (157,471)             |                                              |
| Base for reserve calculation   | 5,901,641                          | 6,462,800        | 3,301,787                   | 3,041,699             |                                              |
| 20% cash reserve amount        | 1,180,328                          | 1,292,560        | 660,357                     | 608,340               |                                              |
| Amount over 20% Cash Reserv    | 2,207,913                          | 311,364          | 1,800,329                   | 2,360,121             |                                              |

CITY OF EMPORIA  
ACTUAL COMPARED TO BUDGET  
as of June 30, 2024  
EXPENSES FOR GENERAL FUND DEPARTMENTS

|                           | 2024<br>AMENDED<br>BUDGET | 2024<br>W ENCUMBRANCES | DIFFERENCE<br>B/W ACTUAL<br>& BUDGET | PERCENTAGE<br>RECEIVED/<br>USED | General Fund<br>Shared<br>Revenue | Shared<br>Budget | Actual<br>Shared<br>Budget | Department<br>Net |
|---------------------------|---------------------------|------------------------|--------------------------------------|---------------------------------|-----------------------------------|------------------|----------------------------|-------------------|
|                           |                           |                        |                                      |                                 |                                   | 14,112,121       | 14,593,276                 |                   |
| COMMISSION/MANAGER/CLERK  | 5,589,888.00              | 865,799.57             | 4,724,088                            | 15%                             | 19.90%                            | 2,808,640        | 2,904,401                  | 2,038,601         |
| FINANCE/HUMAN RESOURCES   | 506,098.00                | 230,502.36             | 275,596                              | 46%                             | 1.80%                             | 254,289          | 262,959                    | 32,457            |
| INFORMATION SYSTEMS       | 422,110.00                | 210,154.63             | 211,955                              | 50%                             | 1.50%                             | 212,089          | 219,320                    | 9,166             |
| POLICE PROTECTION         | 5,635,137.00              | 2,726,492.06           | 2,908,645                            | 48%                             | 20.06%                            | 2,831,375        | 2,927,911                  | 201,419           |
| ANIMAL CONTROL            | 234,004.00                | 98,824.66              | 135,179                              | 42%                             | 0.83%                             | 117,575          | 121,584                    | 22,759            |
| FIRE PROTECTION           | 3,358,848.00              | 1,615,133.07           | 1,743,715                            | 48%                             | 11.96%                            | 1,687,654        | 1,745,194                  | 130,061           |
| AMBULANCE SERVICE         | 3,985,714.00              | 1,667,666.59           | 2,318,047                            | 42%                             | 14.19%                            | 2,002,622        | 2,070,902                  | 403,236           |
| CODE SERVICES             | 975,690.00                | 456,010.96             | 519,679                              | 47%                             | 3.47%                             | 490,236          | 506,950                    | 50,939            |
| COURT SERVICES            | 625,123.00                | 295,746.89             | 329,376                              | 47%                             | 2.23%                             | 314,093          | 324,802                    | 29,055            |
| ENGINEERING               | 736,918.00                | 304,020.27             | 432,898                              | 41%                             | 2.62%                             | 370,265          | 382,889                    | 78,868            |
| SNOW REMOVAL              | 73,000.00                 | 21,386.57              | 51,613                               | 29%                             | 0.26%                             | 36,679           | 37,929                     | 16,543            |
| GOLF COURSE MAINTENANCE   | 591,964.00                | 296,564.22             | 295,400                              | 50%                             | 2.11%                             | 297,432          | 307,573                    | 11,009            |
| GOLF SHOP                 | 419,803.00                | 266,172.78             | 153,630                              | 63%                             | 1.49%                             | 210,930          | 218,122                    | (48,051)          |
| PARK                      | 1,258,943.00              | 606,293.34             | 652,650                              | 48%                             | 4.48%                             | 632,556          | 654,123                    | 47,830            |
| DISC GOLF                 | 0.00                      | 60,533.52              | (60,534)                             | #DIV/0!                         | 0.00%                             | 0                | 0                          | (60,534)          |
| AQUATIC CENTER            | 243,475.00                | 57,003.74              | 182,941                              | 25%                             | 0.87%                             | 122,334          | 126,505                    | 65,972            |
| ZOO                       | 908,230.00                | 381,133.34             | 851,226                              | 6%                              | 3.23%                             | 456,340          | 471,899                    | 414,896           |
| CIVIC BUILDING OPERATIONS | 928,894.00                | 389,156.06             | 547,761                              | 41%                             | 3.31%                             | 466,723          | 482,636                    | 101,503           |
| LIBRARY MAINTENANCE       | 79,846.00                 | 71,852.65              | (309,310)                            | 487%                            | 0.28%                             | 40,119           | 41,486                     | (347,670)         |
| GROUNDS MAINTENANCE       | 129,270.00                | 35,122.98              | 57,417                               | 56%                             | 0.46%                             | 0                | 67,166                     | (4,686)           |
| CONCESSION STAND          | 88,939.00                 | 56,499.98              | 53,816                               | 39%                             | 0.32%                             | 44,687           | 46,211                     | 11,088            |
| SHOP MAINTENANCE          | 143,299.00                | -14,032.98             | 86,799                               | 39%                             | 0.51%                             | 72,001           | 74,455                     | 17,955            |
| STREET LIGHTING           | 322,176.00                | 156,722.42             | 336,209                              | -4%                             | 1.15%                             | 161,877          | 167,397                    | 181,430           |
| MISC APPROPRIATIONS       | 88,000                    | 64,189.26              | (68,722)                             | 178%                            | 0.31%                             | 44,216           | 45,723                     | (110,999)         |
| AIRPORT                   | 1,135,817.00              | 379,577.18             | 756,240                              | 33%                             | 4.04%                             | 570,691          | 590,149                    | 525,960           |
| PARKING FACILITY          | 15,600.00                 | 4,703.95               | 10,896                               | 30%                             | 0.06%                             | 7,838            | 8,105                      | (371,472)         |
| TRANSERS                  | 4,305,515.00              | 2,075,287.78           | 2,230,227                            | 48%                             | 15.33%                            | 2,163,307        | 2,237,065                  | 2,232,361         |
| CONTINGENCY               | -337,313.00               | 0                      | (337,313)                            | 0%                              | -1.20%                            | (169,483)        | (175,262)                  | (2,250,549)       |
| EXCESS CARRYOVER          | 0                         |                        | 0                                    | #DIV/0!                         |                                   |                  |                            |                   |
| GENERAL FUND              | 32,464,988                | 13,378,518             | 19,090,126                           | 41%                             | 101.46%                           | 16,247,085       | 16,868,199                 |                   |
|                           | 28,086,610                |                        |                                      |                                 |                                   |                  |                            |                   |

CITY OF EMPORIA  
 ACTUAL COMPARED TO BUDGET  
 as of June 30, 2024  
 EXPENSES FOR WATER FUND DEPARTMENTS

|                       | 2024<br>AMENDED<br>BUDGET | 2024<br>ACTUAL WITH<br>ENCUMBRANCES | DIFFERENCE<br>B/W ACTUAL<br>& BUDGET      | PERCENTAGE<br>RECEIVED/<br>USED |
|-----------------------|---------------------------|-------------------------------------|-------------------------------------------|---------------------------------|
| DEBT                  | 1,625,329                 | 229,649                             | 1,395,680                                 | 14%                             |
| ADMINISTRATION        | 2,739,739                 | 1,092,133.96                        | 1,647,605                                 | 40%                             |
| WATER MAINTENANCE     | 2,007,791                 | 3,548,367.43                        | (1,540,576)                               | 177%                            |
| WATER PLANT           | 5,159,943                 | 3,640,845.02                        | 1,519,098                                 | 71%                             |
| WATER STOCK           | 5,000                     | 8,481.02                            | (3,481)                                   | 170%                            |
|                       | <u>11,537,802</u>         | <u>8,519,477</u>                    | <u>3,018,325</u>                          | <u>5</u>                        |
| <b>Capital Outlay</b> |                           |                                     |                                           |                                 |
| Water Plant           | \$360,000                 |                                     | Water Plant Evaluation                    |                                 |
| Water Plant           | \$240,000                 |                                     | Container for Polymer                     |                                 |
| Water Plant           | \$140,000                 |                                     | Aqua Ammonia Tank Replacement             |                                 |
| Water Plant           | <u>\$255,000</u>          |                                     | S Cottonwood to East St from KS to Potwin |                                 |
|                       | 995,000                   | <u>0</u>                            |                                           |                                 |



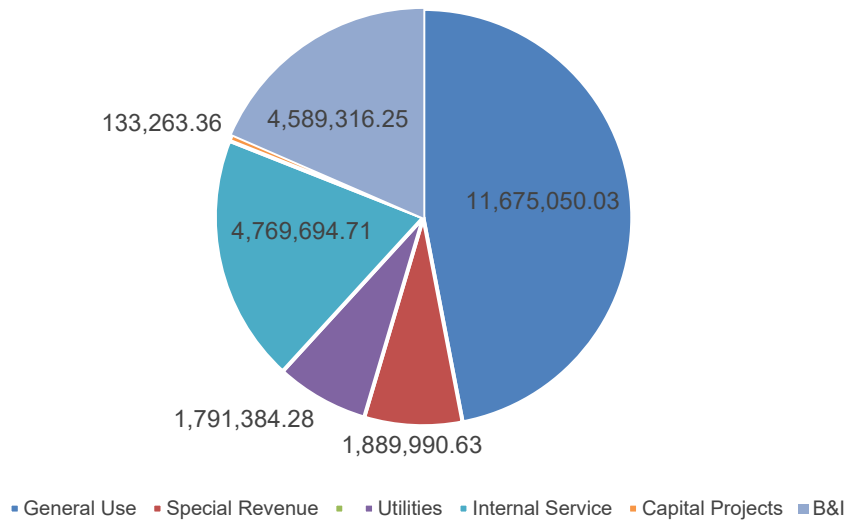
CITY OF EMPORIA  
 ACTUAL COMPARED TO BUDGET  
 as of June 30, 2024  
 EXPENSES FOR WASTEWATER FUND DEPARTMENTS

|                       | 2024<br>AMENDED<br>BUDGET | 2024<br>W ENCUMBRANCES | DIFFERENCE<br>B/W ACTUAL<br>& BUDGET       | PERCENTAGE<br>RECEIVED/<br>USED |
|-----------------------|---------------------------|------------------------|--------------------------------------------|---------------------------------|
| DEBT                  | 2,777,384                 | 362,096                | 2,415,288                                  | 13%                             |
| ADMINISTRATION        | 1,496,386                 | 506,692                | 989,694                                    | 34%                             |
| SEWER MAINTENANCE     | 1,783,635                 | 1,174,970              | 608,665                                    | 66%                             |
| SEWER PLANT           | 3,297,554                 | 2,082,181              | 1,215,373                                  | 63%                             |
|                       | <u>9,354,959</u>          | <u>4,125,939</u>       | <u>5,229,020</u>                           | <u>2</u>                        |
| <b>Capital Outlay</b> |                           |                        |                                            |                                 |
| Sewer Maintenance     | \$175,000                 |                        | Sewer Main Relining                        |                                 |
| Waste Water Plant     | \$30,000                  |                        | Gator                                      |                                 |
| Waste Water Plant     | \$200,000                 |                        | Replace UV Bulbs, Sleeve, End and Ballasts |                                 |
|                       | <u>405,000</u>            | <u>0</u>               |                                            |                                 |

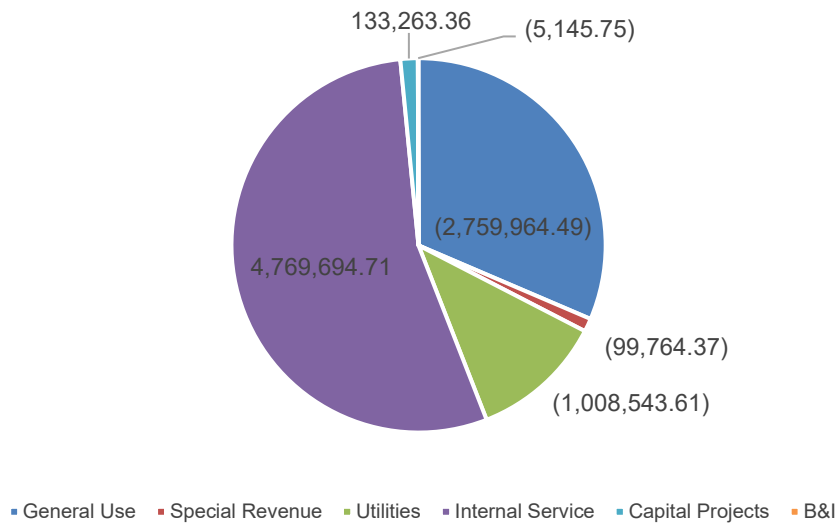
CITY OF EMPORIA  
 ACTUAL COMPARED TO BUDGET  
 as of June 30, 2024  
 EXPENSES FOR SOLID WASTE FUND DEPARTMENTS

|                       | 2024<br>AMENDED<br>BUDGET | 2024<br>W ENCUMBRANCES | DIFFERENCE<br>B/W ACTUAL<br>& BUDGET | PERCENTAGE<br>RECEIVED/<br>USED |
|-----------------------|---------------------------|------------------------|--------------------------------------|---------------------------------|
| ADMINISTRATION        | 2,809,390                 | 593,797                | 399,598                              | 21%                             |
| COLLECTIONS           | 2,998,315                 | 1,335,344              | 797,978                              | 45%                             |
| TRANSFER STATION      | 2,020,116                 | 827,248                | 535,461                              | 41%                             |
| RECYCLING CENTER      | 683,901                   | 351,891                | 221,275                              | 51%                             |
|                       | <u>8,511,722</u>          | <u>3,108,279</u>       | <u>1,954,312</u>                     | <u>2</u>                        |
| <b>Capital Outlay</b> |                           |                        |                                      |                                 |
| Administration        | 100,000                   |                        | Solid Waste Master Plan              |                                 |
| Collections           | 270,000                   |                        | Roll Off Truck (2011)                |                                 |
| Collections           | 285,000                   |                        | Rear Load Trash Truck (2010)         |                                 |
|                       | <u>\$655,000</u>          | <u>0</u>               |                                      |                                 |

## Unencumbered Cash



## Available Funds



**City of Emporia**  
**Unencumbered Cash Report**  
**as of June 30, 2024**

|                                       | Amount         | YTD Budget   | Difference     | Unencumbered Cash |                |        |
|---------------------------------------|----------------|--------------|----------------|-------------------|----------------|--------|
| 101 General Fund                      | 9,734,749.37   | 8,559,363.37 | 1,175,386.00   | General Use       | 11,675,050.03  | 46.98% |
| 102 Multi Year Fund                   | 1,940,300.66   | 5,875,651.15 | (3,935,350.49) | Special Revenue   | 1,889,990.63   | 7.61%  |
| 103 Insurance Reserve                 | 680,529.77     | 663,358.00   | 17,171.77      |                   |                |        |
| 104 Vacant Property Program           | 37,711.33      | -            | 37,711.33      | Utilities         | 1,791,384.28   | 7.21%  |
| 201 Library Fund                      | 1.00           | (6,924.00)   | 6,925.00       | Internal Service  | 4,769,694.71   | 19.19% |
| 203 Transient Guest Tax Fund          | 280,307.57     | 397,561.00   | (117,253.43)   | Capital Projects  | 133,263.36     | 0.54%  |
| 204 Industrial Fund                   | 25,154.99      | 24,217.00    | 937.99         | B&I               | 4,589,316.25   | 18.47% |
| 205 Economic Sales Tax Fund           | 688,621.58     | 1,076,316.00 | (387,694.42)   |                   | 24,848,699.26  |        |
| 206 Special Alcohol Fund              | 116,971.49     | 116,911.00   | 60.49          |                   |                |        |
| 207 Special Park & Recreation Fund    | 157,840.16     | 59,234.00    | 98,606.16      | <b>Budget</b>     |                |        |
| 208 Special Street Fund               | 187,460.60     | 42,113.00    | 145,347.60     | General Use       | (2,759,964.49) |        |
| 209 Drug Money Forfeitures Fund       | 36,967.35      | 36,881.00    | 86.35          | Special Revenue   | (99,764.37)    |        |
| 210 Storm Water Fund                  | 253,313.46     | 243,446.00   | 9,867.46       | Utilities         | (1,008,543.61) |        |
| 218 Emergency Shelter Grant Fund      | 6,514.00       |              | 6,514.00       | Internal Service  | 4,769,694.71   |        |
| 224 Fire Public Education             | 4,950.17       |              | 4,950.17       | Capital Projects  | 133,263.36     |        |
| 225 Police Grants Fund                | 4,329.05       |              | 4,329.05       | B&I               | (5,145.75)     |        |
| 251 Emporia Homeowner Repair          | (52,794.84)    |              | (52,794.84)    |                   |                |        |
| 252 2014 Housing Rehab                | 40,237.35      |              | 40,237.35      |                   |                |        |
| 254 2020 CDBG Rehab Grant             | 3,994.00       |              | 3,994.00       |                   |                |        |
| 260 Land Bank                         | 130,345.20     |              | 130,345.20     |                   |                |        |
| 301 Bond and Interest Fund            | 4,589,316.25   | 4,594,462.00 | (5,145.75)     |                   |                |        |
| 305 Equipment Reserve Fund            | 429,187.28     | 579,091.00   | (149,903.72)   |                   |                |        |
| 401 Coronavirus Recovery Grant        | 137,371.51     |              | 137,371.51     |                   |                |        |
| 406 Internal Improvement Fund         | 3,938,274.29   |              | 3,938,274.29   |                   |                |        |
| 407 Rec Center Projects               | (39.60)        |              | (39.60)        |                   |                |        |
| 409 Water Treatment Plant Improvement | 604,608.95     |              | 604,608.95     |                   |                |        |
| 413 Water Main Improvements           | (7,789,033.25) |              | (7,789,033.25) |                   |                |        |
| 415 Civic Auditorium Project Fund     | 197,716.18     |              | 197,716.18     |                   |                |        |
| 423 Airport Improvements Fund         | 367,407.33     |              | 367,407.33     |                   |                |        |
| 428 Park Improvements Fund            | (140,673.05)   |              | (140,673.05)   |                   |                |        |
| 441 Paving Projects Fund              | (523,128.74)   |              | (523,128.74)   |                   |                |        |
| 442 Construction Projects Fund        | (261,660.16)   |              | (261,660.16)   |                   |                |        |
| 444 Waste water Improvement           | 3,602,419.90   |              | 3,602,419.90   |                   |                |        |
| 501 Water Utility Fund                | (750,586.84)   | (199,927.00) | (2,020,656.01) |                   |                |        |
| 502 Sewer Fund                        | (426,489.28)   | (769,526.00) | (1,348,008.14) |                   |                |        |
| 503 Solid Waste Fund                  | 2,968,460.40   | 2,460,686.00 | 2,360,120.54   |                   |                |        |
| 601 Worker's Comp Fund                | 2,263,755.54   |              | 2,263,755.54   |                   |                |        |
| 602 Health Care Fund                  | 2,505,939.17   |              | 2,505,939.17   |                   |                |        |
| 708 Fire Insurance Proceeds           | 5,777.50       |              | 5,777.50       |                   |                |        |
|                                       | 25,996,127.64  |              |                |                   |                |        |

The Governing Body of the City of Emporia, Kansas, met in Regular Session, Tuesday, July 2, 2024, with Commissioner Smith presiding and Commissioner Brinkman and Sauder present. Vice Mayor Harter was present via phone. Mayor Giefer was absent. Also present were City Manager Cocking, Assistant City Manager Detter, 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. Please state your name and address prior to making comments.***

No comments were made at this time.

Amanda Gutierrez and Jennifer Krause, representing the Emporia Recreation Center, were in attendance to accept a proclamation declaring July 19, 2024, as “Parks and Recreation Professionals Day” in Emporia. They stated parks and recreation programs are an integral part of communities throughout this country, including Emporia. Parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region. Park and recreation professionals daily maintain our pools, beaches, campsites, marinas, picnic areas, athletic fields, skate parks, dog parks, festival venues, gardens, visitor centers, historic and cultural attractions, and many other recreational facilities and amenities. There are over 8,000 programmers, managers, maintainers, landscapers, facilitators, lifeguards, coaches, event organizers, and caretakers who plan, provide, operate and enhance the experience of our parks, recreation programs and facilities in the State of Kansas. They stated the City of Emporia recognizes the benefits from the service of our parks and recreation professionals.

Commissioner Smith then presented the proclamation.

**ECONOMIC DEVELOPMENT  
(Gazette Building Development, LLC - RHID)  
(Notice of Public Hearing)  
(Resolution Number 3736)**

Tayler Wash, Director of Special Projects, was recognized and addressed the Governing Body. She stated the Kansas Department of Commerce certified the eligibility of this area as a potential RHID district. The public hearing is the next requirement of the RHID statutes. Notices of this public hearing will be published in the official newspaper and a copy of the resolution will be sent to the two (2) additional taxing entities. She stated the building being redeveloped will feature five residential units, three short-stays, office space, an artist studio, and a restaurant with event and meeting space. The exterior will undergo restoration to preserve the original structure and style. The interior extensive updates include ADA compliance, electrical, plumbing, HVAC and window upgrades to improve accessibility and efficiency. Aesthetic improvements that complement the history and style of the building will be made to modernize the space. She stated all related improvements will be located within the boundaries of the RHID. The plan does not include any city funds. The development will be using Industrial Revenue Bonds (IRB's) and the RHID will not start generating funds until the expiration of the tax abatement related to IRB's.

Commissioner Brinkman made a motion to approve Resolution Number 3736, a resolution establishing a public hearing for Reinvestment Housing Incentive District for the Gazette Building Development, LLC for the date of August 7, 2024. Commissioner Sauder seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Sauder, aye; Vice Mayor Harter, aye; and Commissioner Smith, aye.

**PARK DEPARTMENT  
(Equipment Purchase - Tractor)  
(Bids)**

Kevin Hanlin, Director of Facilities/Public Lands, was recognized and addressed the Governing Body. He stated bids were received for a new tractor. He stated the tractor that needs to be replaced is a 1984 tractor with box blade that has 1455 hours on it. The clutch is bad and has been replaced multiple times, the hydraulics are bad, and it is difficult to get a smooth surface when leveling a parking lot or removing snow. The tractor

is an open cab style which is cold in the winter and hot in the summer. The bids are as follows:

**BID TABULATION FOR TRACTOR W/CAB**

| <b>Vendor</b>                            | <b>Model</b>     | <b>Bid</b>  |
|------------------------------------------|------------------|-------------|
| Schaefer Equipment Co.<br>Emporia, KS    | Massey Ferguson  | \$42,565.00 |
| Prairieland Partners, LLC<br>Emporia, KS | John Deere 4052R | \$45,369.00 |
| Van Wall Equipment<br>Lenexa, KS         | John Deere 4052R | \$54,884.00 |

He stated a new tractor would enable us to have a smooth surface when removing snow or leveling the parking lots for disc golf in addition to comfort for the operator. He stated the bid from Schaefer Equipment does not meet the specifications due to the horsepower (hp) rating is less than our specification of 50 hp. The difference between the two different brands of tractors for horsepower and hydraulic pump flow is concerning due to the possibility of difficulty operating certain attachments. Less horsepower will greatly diminish the effectiveness of the attachment.

Following further discussion, staff recommend Prairieland Partners due to more horsepower, hydraulic flow and 3-point hitch assist. Additional features of electrohydraulic hitch, and hydraulic downforce, would be good for operating some attachments. The cost is \$2,804.00 higher than the low bid. He stated this item was budgeted on the CIP for 2024 at \$55,000.00 from the General Fund. Staff recommended the John Deere 4052R tractor with cab, mechanical front wheel drive and 72" heavy duty box blade from Prairieland Partners in the amount of \$45,369.00.

Commissioner Brinkman made a motion to approve the purchase of tractor with cab, mechanical front wheel drive and 72" heavy duty box blade to Prairieland Partners in the amount of \$45,369.00. Commissioner Sauder seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Sauder, aye; Vice Mayor Harter, aye; and Commissioner Smith, aye.

**EMPORIA MUNICIPAL AIRPORT  
(Kansas Department of Transportation - KAIP)  
(Airport Design and Planning Project No. AV-2025-12)  
(Airport Modernization Geometric Improvement Project No. AV2025-13)  
(Grant Acceptance)**

Dean Grant, Director of Public Works, was recognized and addressed the Governing Body. He stated in October of 2023, staff applied for a Kansas Department of Transportation KAIP grant for an apron expansion project for the airport. He stated the City was notified by KDOT that the project was selected for funding. The expansion of the apron at the airport will allow more parking space for planes and allow for safer and easier access to the self-serve fuel area. He stated the grant consists of a design phase and a construction phase. The estimated cost of design for the project is \$120,000.00, of which KDOT will pay \$114,000.00, and the city's share is \$6,000.00, or a 95/5 split. The construction phase of the project is estimated at \$880,000.00 of which KDOT will pay \$792,000.00, and the city's share is \$88,000.00, or a 90/10 split. The city's estimated cost for the two (2) phases of this project is \$94,000.00. He stated staff recommend approve the acceptance of Kansas Department of Transportation KAIP design grant in the amount of \$114,000.00 and the construction grant in the amount of \$792,000.00.

Commissioner Sauder made a motion to accept the Kansas Department of Transportation KAIP design grant in the amount of \$114,000.00 and KAIP construction grant in the amount of \$792,000.00 for the airport apron expansion. Vice Mayor Harter seconded the motion. The vote follows: Commissioner Sauder, aye; Vice Mayor Harter, aye; Commissioner Brinkman, aye; and Commissioner Brinkman.

**Consent Agenda**

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

- a. Minutes of Regular Commission Meeting Held on June 18, 2024.

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



**CITY COMMISSION  
(City Manager's Report)**

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

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

**TENTATIVE AGENDA FOR JULY 17, 2024, MEETING.**

- Agreement with Prairie Paws for the Animal Shelter.
- Concrete Street Preservation.

**STUDY SESSION**

2025 Budget Discussion.

**CITY COMMISSION  
(Public Comment)**

This is the time for the Mayor and City Commissioners to make comments and reports to the public.

No comments were made at this time.

**EXECUTIVE SESSION**

Commissioner Brinkman made a motion to recess into Executive Session for consultation with the City Attorney regarding a legal matter which would be deemed privileged in the attorney-client relationship resuming the open meeting in the City Commission Meeting Room, this same date, at 11:33 a.m. and invite Tayler Wash, Director of Special Projects. Commissioner Sauder seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Sauder, aye; Vice Mayor Harter, aye; and Commissioner Smith, aye.

Upon reconvening the meeting in Regular Session, at 11:33 a.m., this same date, in the City Commission Meeting Room, Commissioner Smith stated they had consultation

with the City Attorney regarding a legal matter which would be deemed privileged in the attorney-client relationship and no action was taken.

Vice Mayor Harter left the meeting at 11:33 a.m.

Commissioner Brinkman made a motion to recess the meeting until 11:41 a.m. to Conference Room 1AB. Commissioner Smith seconded the motion. The vote follows: Commissioner Brinkman, aye; Commissioner Smith, aye; and Commissioner Sauder, aye.

Vice Mayor Harter joined the Study Session via phone at 11:41 a.m.

**STUDY SESSION:**

1. Determine RNR Rate.

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

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Becky Smith, Commissioner

ATTEST:

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Kerry Sull, City Clerk



## Commission Action Report

### Vacant Housing Rehabilitation Bid

**Title:** Vacant Housing Rehabilitation Bid

**Agenda Date:** July 17, 2024

**Presented By:** Jeff Lynch, Community Development Coordinator

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#### **Background:**

The Vacant Property Improvement Program was established by the City in 2022 as a means to transform vacant housing into adequate, useful living units.

#### **Discussion:**

The project site is 518 E. 9<sup>th</sup> Ave. in Emporia. This is a single-family detached residential home.

#### **Financial considerations:**

The funding was originally received by the City from the American Rescue Plan Act (ARPA). No additional City funds will be used. The grant will provide \$24,999 of the needed funds, and the property owner will contribute the remaining amount to the project.

#### **Recommended action:**

Approve the bid of \$54,046 from Affordable Home Improvement construction company, who will be the general contractor.

#### **Attachments:**

Notice of Invitation for Bid Letter  
Affidavit of Publication  
Bid/Specifications



## INVITATION FOR BID

February 8<sup>th</sup>, 2024

RE: Housing Rehabilitation Project- 518 E. 9<sup>th</sup> Ave.

Attention Contractors,

The City of Emporia is currently soliciting bids for a project or projects in its Vacant Property Improvement Program. The bid specifications describe the project(s), and contain Bid Tour dates/times. Bids need to include the entire project(s), and submitted only by general/building contractors. Contact information for sub-contractors is available at the city. If you cannot attend the Bid Tour(s) and want to be kept up to date on any bid spec. revisions, you must contact the City Housing Office.

Bids may be submitted sealed envelope or email:

**Sealed envelope-** by mail to City of Emporia, ATTN: Jeff Lynch, P.O. Box 928, Emporia, KS 66801; or in person to 521 Market St. Must be received (post mark does not matter) in the mail by the bid deadline date and time.

**E-mail-** to [jlynch@emporiaks.gov](mailto:jlynch@emporiaks.gov) (put bid in attachment to email) and labeled by project address.

When bidding, please provide itemized costs for all items. USE THE BID SHEETS PROVIDED BY THE CITY TO SUBMIT BIDS ON. Other forms, drawings, etc. may be submitted in addition to the standard bid sheets.

All contractors must be licensed by the City of Emporia, and carry all appropriate insurances. Information on contractor requirements can be obtained from the city at 620-343-4270.

If you have questions regarding the project(s) please call 620-343-4285. You are encouraged to attend the bid tour as listed for each property on the work specifications, and/or contact the owners to set up an inspection. *Thank you for considering this project as potential work for your business!*

Sincerely,

Jeff Lynch  
Grant Administrator





**Column**

**AFFIDAVIT OF PUBLICATION**

**The Emporia Gazette**  
**109 W. 6th Ave**  
**(620) 342-4800**

I, Bettina Shank, of lawful age, being duly sworn upon oath, deposes and says that I am the Operations Manager of The Emporia Gazette, a publication that is a "legal newspaper" as that phrase is defined for the city of Emporia, for the County of Lyon, in the state of Kansas, that this affidavit is Page 1 of 1 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

**PUBLICATION DATES:**

Feb. 13, 2024

**Notice ID:** ayGbeqkLHPWReAet7HdL

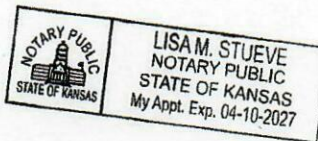
**Notice Name:** Vacant Rehabilitation- 518 E. 9th Ave.

**PUBLICATION FEE:** \$13.20

Bettina Shank  
 Operations Manager

**VERIFICATION**

STATE OF KANSAS  
 COUNTY OF LYON



Signed or attested before me on this

13<sup>th</sup> day of February, A.D. 2024.

[Signature]  
 Notary Public

(First Published in the Emporia Gazette on February 13, 2024).

**INVITATION FOR BIDS:** Sealed bids for the rehabilitation of 518 E. 9th Ave., a single-family residence, will be received at the housing office of the City of Emporia, Kansas located at 521 Market St., up to 12:00 p.m. noon on Friday, March 8th, 2023, and then publicly opened at 2:00 p.m. on same date in said location. All interested bidders may contact the housing office at 620-343-4285 for bid specifications.



## BID SPECIFICATIONS

City of Emporia Vacant Property Improvement Program  
Project Address: 518 E. 9<sup>th</sup> Ave., Emporia, KS

Property Owner: Will Symmonds Phone: 620-757-3154  
Bid Tour: Open House- Tuesday, February 20, 2024 from 11:00 a.m. to 12:00 Noon.  
*You may also contact owner to schedule inspections*  
Bid Deadline: Friday, March 8th, 2024 at 12:00 noon  
Bid Opening: Friday, March 8th, 2024 at 2:00 p.m. in City Housing Office, 521 Market St., Emporia, KS  
City Contact: Jeff Lynch, 620-343-4285

### BUILDING

1. Roof- strip shingles, replace with 30 yr.or better architect-style shingles.  
Install any needed felt, flashing, edging, vents, etc. \$ 4,800 per bid
2. Replace guttering with seamless aluminum 5" K-style guttering, including  
3" x 4" downspouts, elbows, and extensions. \$ 1,586 per bid
3. Replace all windows with white, single-hung, insulated replacement  
windows. 1 each @ 20"x38", 28 x 34, 28 x 42, 28 x 54, 28 x 62, 44 x 62. \$ 3,960
4. Replace floor structural components (joists, brackets, sub-floor, posts,  
beams as needed) throughout house. Demo completed. \$ 19,750
5. Install drywall on walls where missing; then mud, tape, sand ready to paint.  
Patch ceilings as needed, and Re-texture (no paint) \$ 5,500
6. Replace front and back entry doors with insulated doors. Replace or  
Adjust framing and trim to allow proper operation. \$ 2,500
7. Install white builder grade cabinets in kitchen with formica countertops  
(in-stock color by owner) \$ 5,900
8. Install new floor coverings throughout house: carpet in bedroom,  
remainder with vinyl plank (in stock color by owner). \$ 4,000

### PLUMBING

Install PEX lines to kitchen sink; ensure all kitchen sink plumbing is inside walls.

\$ 750 per bid

### ELECTRICAL

Replace service with 100 amp, including new panel, meter, 2" riser through roof.  
Re-wire whole house per code. Install new outlets, switches, smoke alarms.

\$ 5,300 per bid

Remove all trash and debris created by job

### TOTAL

\$ 54,046

Submitted By: Atterdale Home Improvement



## Commission Action Report

### Industrial Park IV Sidewalk Easement Acceptance

**Title:** Industrial Park IV Sidewalk Easement Acceptance, Project No. PV1907

**Agenda Date:** July 17, 2024

**Presented By:** James Ubert, City Engineer

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**Background:**

During the construction phase of Road F from US-50 Highway to Road 180 an alignment conflict arose between existing utilities and the proposed sidewalk running along the east side of the roadway. To resolve this issue, the sidewalk was redesigned to be located further to the East. This new alignment extended beyond the existing right of way requiring an additional easement from Emporia Enterprises to allow for the installation of the new sidewalk.

**Discussion:**

N/A

**Financial considerations:**

N/A

**Recommended action:**

Consider accepting sidewalk easement from Emporia Enterprises for the paving and drainage improvement project.

**Attachments:**

Easement document and exhibit.



Exempt per KS.A. 79-1437e(a)(13)

### PERMANENT SIDEWALK EASEMENT

This indenture made this 26<sup>th</sup> day of June, 2024, by and between **Emporia Enterprises**, of Emporia, Lyon County, Kansas, hereinafter referred to as "First Party", and the City of Emporia, Lyon County, Kansas, a municipal corporation hereinafter referred to as "Second Party". WITNESSETH:

That the First Party, in consideration of the sum of one dollar (\$1.00) duly paid, the receipt of which is hereby acknowledged, does by these presents convey unto the Second Party, its successors and assigns, all the First Party's interest in the following described parcel, lying, being and situated in the County of Lyon and State of Kansas, to wit:

#### SIDEWALK EASEMENT:

A TRACT FOR THE PURPOSE OF CONSTRUCTING A SIDEWALK IN THE NORTHWEST QUARTER OF SECTION 12, TOWNSHIP 19 SOUTH, RANGE 10 EAST OF THE 6<sup>TH</sup> P.M., LYON COUNTY, KANSAS, BEING 10 FEET IN WIDTH AND DESCRIBED BY AARON C. DAVIS, PS 1368, ON JUNE 25, 2024, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID NW¼; THENCE N.01°07'02"W. (BASIS OF BEARINGS) ON THE WEST LINE OF SAID NW¼ FOR A DISTANCE OF 2000.00 FEET; THENCE N.88°52'58"E. AT RIGHT ANGLES FOR A DISTANCE OF 40.00 FEET TO THE WEST LINE OF LOT 1 IN PARK IV SUBDIVISION, AND THE POINT OF BEGINNING; THENCE N.01°07'02"W. ON THE WEST LINE OF SAID LOT 1 FOR A DISTANCE OF 571.69 FEET TO A POINT 40.00 FEET EAST OF THE WEST LINE OF SAID NW¼ AND SAID POINT ALSO BEING 65.00 FEET SOUTH OF THE NORTH LINE OF SAID NW¼; THENCE N.44°09'53"E. ALONG THE EASTERLY RIGHT OF WAY LINE OF ROAD F FOR 35.18 FEET TO A POINT 65.00 FEET EAST OF THE WEST LINE OF SAID NW¼, AND SAID POINT ALSO BEING ON THE NORTH LINE OF SAID LOT 1; THENCE N. 89°26'47"E. ON THE NORTH LINE OF SAID LOT 1 FOR 14.07 FEET; THENCE S.44°09'53"W. FOR 40.91 FEET TO A POINT 50.00 FEET EAST OF THE WEST LINE OF SAID NW¼; THENCE S.01°07'02"E. PARALLEL WITH THE WEST LINE OF SAID NW¼ FOR 567.51 FEET; THENCE S.88°52'58"W. FOR A DISTANCE OF 10.00 FEET TO THE POINT OF BEGINNING.

SAID TRACT CONTAINS 0.139 ACRES.

TO HAVE AND TO HOLD THE SAME, together with all and singular the tenements, hereditaments and appurtenances thereto belonging or in any wise appertaining, forever for the purpose of a perpetual right of way for the construction and maintenance of a sidewalk in any manner which the Second Party may deem necessary and for all uses incidental thereto or any other governmental purpose including, without



limitation, the construction, installation and maintenance of utilities by the Second Party and its franchisees.

The First Party does hereby covenant, promise and agree with the Second Party, that at the delivery of these presents it is lawfully seized in its own right, or an absolute indefeasible estate of inheritance in fee simple, of and in all and singular the above granted and described premises, with the appurtenances thereto; the same are free, clear and discharged and unencumbered of and from all former and other grants, titles, charges, estates, judgments, taxes, assessments and encumbrances, of whatever nature or kind soever; and that First Party will warrant and forever defend the interest unto the Second Party, its successors and assigns, against the First Party's successors, and all and every person or persons whomsoever, lawfully claiming or to claim the same by, through or under the First Party.

IN WITNESS WHEREOF the First Party has executed this indenture as of the date first above written.

Emporia Enterprises  
Justin Mallon, President



Signature

STATE OF KANSAS, COUNTY OF LYON, ss:

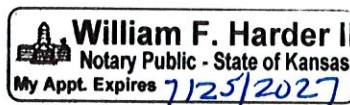
BE IT REMEMBERED, on this 26<sup>TH</sup> day of JUNE, 2024, before me, the undersigned, a notary public in and for the County and State aforesaid, came **Justin Mallon, President of Emporia Enterprises**, such person(s) being personally known to me to be the same person(s) who executed the within instrument of writing and duly acknowledge 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

My Commission Expires:

7/25/2027





## Commission Action Report

### Informational Items

**Title:** Informational Items

**Agenda Date:** July 17, 2024

**Presented By:** Trey Cocking, City Manager

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#### **Background:**

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

#### **Discussion:**

At the time this Agenda was prepared, the following items were in the works for the tentative Agendas of the upcoming meetings on Wednesday, August 7, 2024.

#### **Commission Meeting :**

- Public Hearing & Ordinance to Adopt RHID for Gazette Building Development.
- Recyclables and Marketing Agreement with Hamm.
- Change Order Industrial Park III Watermain Project No. WM2202.

#### **Study Session:**

- Discuss Emporia Safe Routes to School Concept.
- Discuss Budget/Utility & Stormwater.
- Discuss Updates on Animal Code.



## Commission Action Report

### Executive Session

**Title:** Executive Session

**Agenda Date:** July 17, 2024

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**Background:**

K.S.A. 75-4319(B)(4) is the authority for this recess into Executive Session.

**Recommended Action:**

Recess into Executive Session to discuss confidential matters of a third party for a potential development project for 20 minutes and to invite Tayler Wash, Special Projects Director; and Jim Witt, Interim RDA President, and stating at which time the open meeting will resume in the City Commission Meeting Room.

**Title:** Outside agency appropriations  
**Agenda Date:** July 17, 2024  
**Presented By:** Janet Harrouff, Director of Finance

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**Background**

Tax dollars are received from liquor sales and transient guest tax. These dollars must be used for specific purposes. Outside agencies that meet program criteria can request an allocation. The liquor tax dollars in the Special Alcohol fund can only be used by agencies that provide counseling or prevention services for drug addiction. The Transient guest tax dollars can only be used by agencies that promote tourism. There are other outside agencies that receive funds from either sales tax or general fund money.

At the June 7<sup>th</sup> study session, the outside appropriation requests were discussed. This is a continuation of that discussion.

**Discussion**

The agencies that needed additional information are:

**Economic Sales Tax**

- No funding for Emporia Enterprise
- FHTC for Industrial building improvements

**Special Alcohol:**

- FHTC for Mental Health Licensed Therapist

**TGT:**

- Visit Emporia
- Imaginarium
- DDO
- World Championship
- What a 25% reserve in this fund would be

**Financial Considerations**

The requested amounts are reflected in the 2025 detail budgets.

**Attachments**

Cover sheets for TGT, Special Alcohol, Economic Sales Tax

|                                               |                    |                    |                    |                  |                    |                    |                    |                    |  |
|-----------------------------------------------|--------------------|--------------------|--------------------|------------------|--------------------|--------------------|--------------------|--------------------|--|
| <b>5 year Budget</b>                          |                    |                    |                    |                  | 07/17/24           |                    |                    |                    |  |
| <b>2024-2029</b>                              |                    |                    |                    |                  | 7/11/24 16:28      |                    |                    |                    |  |
| <b>Revenue Detail and Expenditure Summary</b> |                    |                    |                    |                  |                    |                    |                    |                    |  |
|                                               |                    |                    |                    |                  |                    |                    |                    |                    |  |
| <b>Economic Sales Tax</b>                     |                    |                    |                    |                  |                    |                    |                    |                    |  |
|                                               |                    |                    |                    |                  |                    |                    |                    |                    |  |
|                                               | 2022               | 2023               | Budget             | Budget           | Budget             | Budget             | Budget             | Budget             |  |
|                                               | (Actual)           | (Actual)           | 2024               | 2025             | 2026               | 2027               | 2028               | 2029               |  |
| <b>Beginning Cash Balance</b>                 | \$247,081          | \$1,423,876        | \$1,319,821        | \$979,728        | \$952,536          | \$890,344          | \$828,152          | \$765,960          |  |
| <b>Revenue:</b>                               |                    |                    |                    |                  |                    |                    |                    |                    |  |
| Sales Tax Receipts                            | \$925,000          | \$926,188          | \$925,000          | \$925,000        | \$925,000          | \$925,000          | \$925,000          | \$925,000          |  |
| Interest Income                               | \$5,236            | \$49,299           | \$15,000           | \$15,000         | \$15,000           | \$15,000           | \$15,000           | \$15,000           |  |
| Sales of Bonds                                | \$1,000,000        |                    |                    |                  |                    |                    |                    |                    |  |
| Miscellaneous                                 | 100,000            | 0.00               | 195,906.15         | 0.00             | 0.00               | 0.00               | 0.00               | 0.00               |  |
| RDA returned money                            |                    |                    |                    |                  |                    |                    |                    |                    |  |
| <b>Total Revenue</b>                          | <b>\$2,030,236</b> | <b>\$975,487</b>   | <b>\$1,135,906</b> | <b>\$940,000</b> | <b>\$940,000</b>   | <b>\$940,000</b>   | <b>\$940,000</b>   | <b>\$940,000</b>   |  |
| <b>Expense:</b>                               |                    |                    |                    |                  |                    |                    |                    |                    |  |
| Appropriation to the RDA                      | \$350,000          | \$350,000          | \$400,000          | \$386,192        | \$386,192          | \$386,192          | \$386,192          | \$386,192          |  |
| Emporia Enterprises                           | \$25,000           | \$35,000           | \$35,000           | \$0              | \$35,000           | \$35,000           | \$35,000           | \$35,000           |  |
| Main Street                                   |                    |                    | 45,000             | 45,000           | 45,000             | 45,000             | 45,000             | 45,000             |  |
| Dynamic Brewing LLC                           |                    |                    | 500,000            |                  |                    |                    |                    |                    |  |
| Flint Hills Tech College                      |                    |                    |                    | 100,000          | 100,000            | 100,000            | 100,000            | 100,000            |  |
| Miscellaneous                                 | \$7,500            | \$9,000            | \$0                | \$0              | \$0                | \$0                | \$0                | \$0                |  |
| Transfer to Project                           | \$120,941          | \$59,963           |                    |                  |                    |                    |                    |                    |  |
| Water Tower Pmt & Land Purch                  | \$350,000          | \$436,000          | \$436,000          | \$436,000        | \$436,000          | \$436,000          | \$436,000          | \$436,000          |  |
| Simmons Discount                              |                    | 189,579            |                    |                  |                    |                    |                    |                    |  |
| RDA Structure consultant                      |                    |                    | 60,000.00          |                  |                    |                    |                    |                    |  |
| Excess Carryover                              |                    | 0                  | 0.00               |                  |                    |                    |                    |                    |  |
| <b>Total Expenses</b>                         | <b>\$853,441</b>   | <b>\$1,079,542</b> | <b>\$1,476,000</b> | <b>\$967,192</b> | <b>\$1,002,192</b> | <b>\$1,002,192</b> | <b>\$1,002,192</b> | <b>\$1,002,192</b> |  |
| <b>Ending Cash Balance</b>                    | <b>\$1,423,876</b> | <b>\$1,319,821</b> | <b>\$979,728</b>   | <b>\$952,536</b> | <b>\$890,344</b>   | <b>\$828,152</b>   | <b>\$765,960</b>   | <b>\$703,768</b>   |  |
| Main Street Allocation \$45,000               |                    |                    |                    |                  |                    |                    |                    |                    |  |
| Land Purchase Bond Pmt \$86,000               |                    |                    |                    |                  |                    |                    |                    |                    |  |
|                                               |                    |                    |                    |                  |                    |                    |                    |                    |  |
| <b>Changes</b>                                | <b>2024</b>        | <b>2025</b>        |                    |                  |                    |                    |                    |                    |  |
| Removed Emporia Enterprise alloc              |                    | (35,000.00)        |                    |                  |                    |                    |                    |                    |  |
| Money Rec for Sale of REG prop                | 195,906.00         |                    |                    |                  |                    |                    |                    |                    |  |

|                                               |                    |                    |                     |                     |                    |                  |                  |                  |                  |  |
|-----------------------------------------------|--------------------|--------------------|---------------------|---------------------|--------------------|------------------|------------------|------------------|------------------|--|
| <b>5 year Budget</b>                          |                    |                    |                     |                     |                    | 7/17/2024        |                  |                  |                  |  |
| <b>2024-2029</b>                              |                    |                    |                     |                     |                    | 7/11/24 4:28 PM  |                  |                  |                  |  |
| <b>Revenue Detail and Expenditure Summary</b> |                    |                    |                     |                     |                    |                  |                  |                  |                  |  |
| <b>SPECIAL ALCOHOL FUND</b>                   |                    |                    |                     |                     |                    |                  |                  |                  |                  |  |
|                                               | 2021<br>(Actual)   | 2022<br>(Actual)   | 2023<br>(Actual)    | Budget<br>2024      | Budget<br>2025     | Budget<br>2026   | Budget<br>2027   | Budget<br>2028   | Budget<br>2029   |  |
| Beginning Cash Balance                        | \$73,442           | \$89,339           | \$103,198           | \$120,433           | \$115,893          | \$89,153         | \$59,913         | \$30,673         | \$1,433          |  |
| <b>REVENUE</b>                                |                    |                    |                     |                     |                    |                  |                  |                  |                  |  |
| Private Club Liquor Tax                       | \$86,358           | \$100,043          | \$110,168           | \$104,660           | \$104,660          | \$104,660        | \$104,660        | \$104,660        | \$104,660        |  |
| Interest on Investment                        | \$40               | \$565              | \$4,267             | \$3,000             | \$3,000            | \$500            | \$500            | \$500            | \$500            |  |
| <b>TOTAL RECEIPTS</b>                         | <b>\$86,397</b>    | <b>\$100,609</b>   | <b>\$114,435</b>    | <b>\$107,660</b>    | <b>\$107,660</b>   | <b>\$105,160</b> | <b>\$105,160</b> | <b>\$105,160</b> | <b>\$105,160</b> |  |
| <b>EXPENDITURES</b>                           |                    |                    |                     |                     |                    |                  |                  |                  |                  |  |
| Appropriations                                | \$70,500           | \$86,750           | \$97,200            | \$112,200           | \$134,400          | \$134,400        | \$134,400        | \$134,400        | \$134,400        |  |
| Special Projects                              |                    |                    | \$0                 | \$0                 |                    |                  |                  |                  |                  |  |
| <b>TOTAL EXPENDITURES</b>                     | <b>\$70,500</b>    | <b>\$86,750</b>    | <b>\$97,200</b>     | <b>\$112,200</b>    | <b>\$134,400</b>   | <b>\$134,400</b> | <b>\$134,400</b> | <b>\$134,400</b> | <b>\$134,400</b> |  |
| Ending Cash Balance                           | \$89,339           | \$103,198          | \$120,433           | \$115,893           | \$89,153           | \$59,913         | \$30,673         | \$1,433          | -\$27,807        |  |
|                                               |                    |                    |                     |                     |                    |                  |                  |                  |                  |  |
| Appropriations                                | Received in 2021   | Receive in 2022    | Receive in 2023     | Receive in 2024     | Requested for 2025 | Receive in 2025  |                  |                  |                  |  |
| Cross Winds                                   | \$15,000           | \$15,000           | \$15,000            | \$20,000            | \$20,000           | \$20,000         |                  |                  |                  |  |
| Corner House                                  | \$48,750           | \$75,000           | \$75,000            | \$85,000            | \$100,000          | \$85,000         |                  |                  |                  |  |
| Emporia State University                      | \$6,750            | \$6,750            | \$7,200             | \$7,200             | \$7,200            | \$7,200          |                  |                  |                  |  |
| ESU - Orientation                             |                    |                    |                     |                     |                    |                  |                  |                  |                  |  |
| FHTC Mental Health Licensed Therapist         |                    |                    |                     |                     | \$7,200            |                  |                  |                  |                  |  |
| Empower House Ministries                      |                    |                    | \$0                 | \$0                 | \$7,000            |                  |                  |                  |                  |  |
| <b>Total</b>                                  | <b>\$70,500</b>    | <b>\$96,750</b>    | <b>\$97,200</b>     | <b>\$112,200</b>    | <b>\$141,400</b>   | <b>\$112,200</b> |                  |                  |                  |  |
|                                               |                    |                    |                     |                     |                    |                  |                  |                  |                  |  |
| Receipts                                      | 2020               | 2021               | 2022                | 2023                | 2024               |                  |                  |                  |                  |  |
| 1ST QUARTER - MARCH                           | \$22,675.47        | \$17,214.78        | \$23,976.09         | \$25,545.75         | \$26,804.33        |                  |                  |                  |                  |  |
| 2ND QUARTER - JUNE                            | \$21,661.91        | \$18,634.03        | \$22,129.19         | \$26,129.12         | \$26,489.58        |                  |                  |                  |                  |  |
| 3RD QUARTER - SEPTEMBER                       | \$7,881.01         | \$25,844.73        | \$28,544.72         | \$31,037.27         |                    |                  |                  |                  |                  |  |
| 4TH QUARTER - DECEMBER                        | \$14,069.40        | \$24,664.21        | \$25,393.46         | \$27,455.87         |                    |                  |                  |                  |                  |  |
| <b>TOTAL</b>                                  | <b>\$66,287.79</b> | <b>\$86,357.75</b> | <b>\$100,043.46</b> | <b>\$110,168.01</b> | <b>\$53,293.91</b> |                  |                  |                  |                  |  |
|                                               |                    |                    |                     |                     |                    |                  |                  |                  |                  |  |
| <b>Changes</b>                                | <b>2025</b>        |                    |                     |                     |                    |                  |                  |                  |                  |  |
| Reduced Corner House                          | (15,000)           |                    |                     |                     |                    |                  |                  |                  |                  |  |
| Reduced Empower                               | (7,000)            |                    |                     |                     |                    |                  |                  |                  |                  |  |

|                                               |                  |                  |                  |                  |                  |                  |                  |                  |
|-----------------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| <b>5 year Budget</b>                          |                  |                  |                  |                  | 7/17/2024        |                  |                  |                  |
| <b>2024-2029</b>                              |                  |                  |                  |                  | 7/11/24 4:30 PM  |                  |                  |                  |
| <b>Revenue Detail and Expenditure Summary</b> |                  |                  |                  |                  |                  |                  |                  |                  |
| <b>Transient Guest Tax</b>                    |                  |                  |                  |                  |                  |                  |                  |                  |
|                                               | 2022             | 2023             | Budget           | Budget           | Budget           | Budget           | Budget           | Budget           |
|                                               | (Actual)         | (Actual)         | 2024             | 2025             | 2026             | 2027             | 2028             | 2029             |
| Beginning Cash Balance                        | \$649,123        | \$810,802        | \$999,063        | \$568,887        | \$468,887        | \$388,887        | \$408,887        | \$428,887        |
| <b>REVENUE</b>                                |                  |                  |                  |                  |                  |                  |                  |                  |
| Transient Guest Tax                           | \$771,864        | \$851,750        | \$889,324        | \$950,000        | \$950,000        | \$950,000        | \$950,000        | \$950,000        |
| Interest on Investment                        | \$4,091          | \$31,630         | \$20,000         | \$10,000         | \$10,000         | \$10,000         | \$10,000         | \$10,000         |
| Fence Rental                                  | \$7,999          | \$9,194          | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| Misc                                          | \$50,630         | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| Accounts Receivable - Fence Rental            | \$12,368         | \$279            |                  |                  |                  |                  |                  |                  |
| <b>TOTAL RECEIPTS</b>                         | <b>\$846,953</b> | <b>\$892,853</b> | <b>\$909,324</b> | <b>\$960,000</b> | <b>\$960,000</b> | <b>\$960,000</b> | <b>\$960,000</b> | <b>\$960,000</b> |
| <b>EXPENDITURES</b>                           |                  |                  |                  |                  |                  |                  |                  |                  |
| CVB Appropriation                             | \$365,000        | \$385,000        | \$462,000        | \$540,000        | \$540,000        | \$540,000        | \$540,000        | \$540,000        |
| Trusler Sports Complex                        | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              | \$0              |
| City cost associated with events              | \$30,000         | \$40,000         | \$40,000         | \$40,000         | \$40,000         | \$40,000         | \$40,000         | \$40,000         |
| Civic Auditorium improvements                 | \$50,000         | \$50,000         | \$50,000         | \$50,000         | \$50,000         | \$50,000         | \$50,000         | \$50,000         |
| Disc Golf course maintenance & Employee       |                  | \$0              | \$100,000        | \$100,000        | \$100,000        |                  |                  |                  |
| Red Rock's Appropriation                      | \$7,500          | \$7,500          | \$7,500          | \$10,000         | \$10,000         | \$10,000         | \$10,000         | \$10,000         |
| ESU Welch Stadium                             |                  | \$0              | \$400,000        |                  |                  |                  |                  |                  |
| Emporia Main Street                           | \$56,250         | \$100,000        | \$95,000         | \$95,000         | \$95,000         | \$95,000         | \$95,000         | \$95,000         |
| Emporia Arts Council Support                  | \$10,000         | \$10,000         | \$30,000         | \$30,000         | \$30,000         | \$30,000         | \$30,000         | \$30,000         |
| Emporia Granada                               | \$20,000         | \$30,000         | \$30,000         | \$30,000         | \$30,000         | \$30,000         | \$30,000         | \$30,000         |
| Lifetime - Biking Event                       | \$15,000         | \$15,000         | \$15,000         |                  |                  |                  |                  |                  |
| DDO                                           | \$25,000         | \$25,000         | \$20,000         | \$50,000         | \$50,000         | \$50,000         | \$50,000         | \$50,000         |
| Disc Golf World Event                         |                  |                  |                  | \$20,000         | \$20,000         | \$20,000         | \$20,000         | \$20,000         |
| PDGA Professional Disc Golf World             | \$20,000         |                  | \$40,000         |                  |                  |                  |                  |                  |
| Kansas Free for Arts (Halfway to Everyv       | \$20,000         | \$20,000         | \$20,000         | \$20,000         | \$20,000         | \$20,000         | \$20,000         | \$20,000         |
| College of Emporia Alumni Association         |                  |                  |                  | \$0              |                  |                  |                  |                  |

| <b>Transient Guest Tax</b>              |                       |                                         |                     |                     |                     |                     |                  |                  |
|-----------------------------------------|-----------------------|-----------------------------------------|---------------------|---------------------|---------------------|---------------------|------------------|------------------|
|                                         | 2022                  | 2023                                    | Budget              | Budget              | Budget              | Budget              | Budget           | Budget           |
|                                         | (Actual)              | (Actual)                                | 2024                | 2025                | 2026                | 2027                | 2028             | 2029             |
| Imaginarium                             |                       |                                         |                     | \$45,000            | \$25,000            | \$25,000            | \$25,000         | \$25,000         |
| National Teachers Hall of Fame          |                       |                                         |                     | \$10,000            | \$10,000            | \$10,000            | \$10,000         | \$10,000         |
| Hispanics of Today and Tomorrow         |                       |                                         |                     | \$20,000            | \$20,000            | \$20,000            | \$20,000         | \$20,000         |
| Jones Disc Golf Course Improvements     | \$55,529              | \$0                                     | \$30,000            |                     |                     |                     |                  |                  |
| Hammond Park Crossings                  |                       | \$21,528                                | \$0                 |                     |                     |                     |                  |                  |
| Miscellaneous                           | \$10,995              | \$563                                   | \$0                 | \$0                 | \$0                 | \$0                 | \$0              | \$0              |
| Special Projects                        |                       | \$0                                     | \$0                 |                     |                     |                     |                  |                  |
| <b>TOTAL EXPENDITURES</b>               | <b>\$685,274</b>      | <b>\$704,591</b>                        | <b>\$1,339,500</b>  | <b>\$1,060,000</b>  | <b>\$1,040,000</b>  | <b>\$940,000</b>    | <b>\$940,000</b> | <b>\$940,000</b> |
| <b>Ending Cash Balance</b>              | <b>\$810,802</b>      | <b>\$999,063</b>                        | <b>\$568,887</b>    | <b>\$468,887</b>    | <b>\$388,887</b>    | <b>\$408,887</b>    | <b>\$428,887</b> | <b>\$448,887</b> |
| 25% reserve of revenue                  |                       |                                         | \$227,331           | \$240,000           | \$240,000           | \$240,000           | \$240,000        | \$240,000        |
|                                         |                       |                                         |                     |                     |                     |                     |                  |                  |
| Transient Guest Tax Receipts            | 2020                  | 2021                                    | 2022                | 2023                | 2024                | 2025 Projection     |                  |                  |
| 1ST QUARTER-JANUARY                     | \$193,559.51          | \$105,764.76                            | \$184,682.75        | \$217,964.96        | \$208,253.00        | \$238,003.00        |                  |                  |
| 2ND QUARTER-APRIL                       | \$132,542.30          | \$135,567.13                            | \$143,987.80        | \$170,824.51        | \$163,048.00        | \$186,341.00        |                  |                  |
| 3RD QUARTER-JULY                        | \$80,649.41           | \$192,642.58                            | \$223,905.58        | \$232,566.63        | \$254,715.83        | \$265,790.43        |                  |                  |
| 4TH QUARTER-OCTOBER                     | \$151,949.08          | \$200,102.99                            | \$219,288.14        | \$230,393.63        | \$263,307.01        | \$263,307.01        |                  |                  |
| <b>TOTAL</b>                            | <b>\$558,700.30</b>   | <b>\$634,077.46</b>                     | <b>\$771,864.27</b> | <b>\$851,749.73</b> | <b>\$889,323.84</b> | <b>\$953,441.44</b> |                  |                  |
|                                         | \$45,010 in late pmts | \$63,375 in late pmts                   |                     |                     |                     |                     |                  |                  |
|                                         |                       |                                         |                     |                     |                     |                     |                  |                  |
| Increased bed tax to 7% in January 2017 |                       | <b>Changes</b>                          |                     |                     | 2025                |                     |                  |                  |
| Increased bed tax to 8% in April 2024   |                       | Extended DDO World event to all years   |                     |                     | 20,000              |                     |                  |                  |
|                                         |                       | DDO increased to \$50,000 for all years |                     |                     | 50,000              |                     |                  |                  |
|                                         |                       | Increased Imaginarium                   |                     |                     | 45,000              |                     |                  |                  |
|                                         |                       |                                         |                     |                     |                     |                     |                  |                  |



## **Introduction**

Emporia Main Street, Inc. respectfully submits this proposal to the City of Emporia, Kansas, seeking approval and funding for a comprehensive outreach marketing and implementation plan. This \$60,000 program, set to run for twelve months, aims to leverage digital media inserts through various streaming and social platforms, supported by placements in regional traditional media outlets. Our primary goal is to attract individuals from a broader region to travel to Emporia, enhancing tourism and stimulating the local economy.

## **Objectives**

- 1.
- 2.
3. **Increase Visitor Traffic:**
4. Attract visitors from outside our traditional market trade area (50
5. miles or more).
- 6.
- 7.
- 8.
9. **Enhance Local Economy:**
10. Stimulate economic growth through increased tourism.
- 11.
- 12.
- 13.
14. **Promote Emporia as a Destination:**
15. Highlight key destination points and day-trip opportunities.
- 16.

## **Target Demographics and Psychographics**

Our outreach plan will prioritize:

- 
-

## **Demographic Segments:**

- Families, young professionals, retirees, and adventure seekers. Placer.ai reporting allows for profiles of individuals currently traveling into Emporia for specific usage points
- (for example: 35-64 years old, female, 50K plus annual income
- in a highlighted psychographic group). Through "cloning" the demographic segmentation
- groups, we will target similar individuals in outreach marketing efforts.
- 
- 
- 
- **Psychographic Segments:**
- Individuals seeking cultural experiences, outdoor activities, historic exploration, and unique dining/shopping experiences.

## **Strategy**

- 1.
- 2.
3. **Digital Media Campaign:**
4.
  - o
  - o
  - o **Platforms:**
    - o Utilize social media (Facebook, Instagram, TikTok), streaming services (YouTube, Hulu), and regional digital media outlet inserts (digital network television).
  - o
  - o
  - o
  - o **Content Creation:**

- o Develop compelling content tailored to our target audiences. This includes engaging videos, interactive posts, and informative articles highlighting Emporia's attractions.

- o

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- o **Artificial Intelligence Systems:**

- o Use Placer.ai and "Location Personas" to refine targeting and report changes in market traffic. These tools will help us understand visitor behavior and preferences, ensuring our content reaches the right audience.

- o

5.

6.

7. **Regular Updates and Reporting:**

8.

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- o Provide quarterly updates to the Emporia City Commission detailing the efficacy of the

- o marketing efforts.

- o

- o

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- o Utilize data from Placer.ai and other analytics tools to measure the impact and adjust

- o strategies as needed.

- o

## **Implementation Plan**

1.

2.

3. **Content Development:**

4. **Content will be developed by local and regional**

5. **professionals and will include video and graphics that can be used on multiple platforms.**

6.

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- o **Emporia's Highlights:**

- o Focus on key attractions like destination businesses, cultural sites, unique dining spots, entertainment venues, and large events.

- o

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- o **Day Trip Storytelling:**

- o Create narratives that encourage visitors to plan day trips, emphasizing the ease of travel and the wealth of experiences available in Emporia.

- o

7.

8.

9. **Media Placement:**

10.

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- o **Streaming Services:**

- o Place digital ads on popular streaming platforms to reach targeted audience members through identified service provider preferences, persona hashtag/influencer segmentation, and media user profile segmentation.

- o

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- o **Social Media:**

- o Leverage targeted ads on social media to engage specific demographic and psychographic groups.

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- o **Traditional Media:**

- o Collaborate with regional television stations to insert digital ads in specific programming that targets select geographic, psychographic, and demographic groups.

- o

11.

12.

13. **Analytics and Adjustments:**

14.

- o

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- o **Data Analysis:**

- o Continuously monitor campaign performance using Placer.ai and other analytics tools

- o (website traffic, social media statistics, physical visit variance, streaming data, etc.).

- o

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- o **Strategy Adjustment:**

- o Make data-driven adjustments to the campaign to maximize reach and effectiveness.

- o

## Budget Breakdown

- 
- 
- **Content Creation:**
- \$10,000
- 
- 
- 
- **Social Media Placements:**
- \$5,000
- 
- 
- 
- **Digital/Streaming Media Placements:**
- \$40,000
- 
- 
- 
- **Analytics and Reporting:**
- \$5,000
- 

### Emporia Main Street's Proven Success

Emporia Main Street has a demonstrated ability to draw individuals from outside our traditional market trade area. As evidenced on our website ([www.emporiainmainstreet.com](http://www.emporiainmainstreet.com)), our past initiatives have successfully attracted visitors and boosted local businesses. By emphasizing Emporia as a destination for unique experiences, we can replicate and enhance these successes.

Emporia Main Street has a demonstrated ability to draw individuals from outside our traditional market trade area. Over the past 12 months we have launched multiple marketing campaigns that have proven successful based on data collected through Placier.ai. These past initiatives have

successfully attracted visitors and boosted local businesses from a shoestring budget. By allocating the needed financial resources to emphasize Emporia as a destination for unique experiences, we can replicate and enhance these strategies to strengthen tourism and consumer spending within the area.

**Conclusion**

Emporia Main Street, Inc. is committed to promoting Emporia as a prime destination for visitors. With the City of Emporia's support, we can implement this robust outreach marketing plan, driving increased tourism and economic growth. We look forward to collaborating on this exciting initiative and providing regular updates on our progress.

Thank you for considering our proposal.

**Enclosed:**

We met with executives at KSNT in February 2024 to discuss marketing opportunities on television and streaming platforms. They produced an example of a campaign that could be implemented for a particular event or "season". The example in the packet is for The Taste and includes both a streaming campaign and a television campaign. Actual campaigns would target scalable events, general interest, day trip scenarios, specialized shopping/entertainment, and asset awareness.

Casey Woods

Executive Director, Emporia Main Street

727 Commercial Street, Emporia KS 66801

(620) 340-6430

[director@emporiainmainstreet.com](mailto:director@emporiainmainstreet.com)

[emporiainmainstreet.com](http://emporiainmainstreet.com)



Emporia Main Street - The Taste April 13 2024

Proposal ID: 454946  
 Station: KSNT  
 Schedule Date: 3/25/2024 - 4/13/2024  
 Spot Length(s): :30  
 Report: Planner

Acct. Exec: Suzann Kenney  
 Email: skenney@ksnt.com

Nexstar Advertising Terms and Conditions – www.nexstar.tv/advertisingterms

Flight Dates: 3/25/2024-4/13/2024

| Program Time                                 | Spot Length | MR                | AP | AP | DMA F35-64 | Wk           | Rate Spots        |
|----------------------------------------------|-------------|-------------------|----|----|------------|--------------|-------------------|
|                                              |             | 25                | 1  | 8  | 000        | s            |                   |
| <b>KSNT</b>                                  |             |                   |    |    |            |              |                   |
| KSNT NEWS @6A<br>Mo-Fr 6:00a-7:00a           | :30         | 2                 | 2  | 2  | 4.5        | 3            | \$40.00<br>6      |
| Run Dates: 9/29/1997-12/30/2036              |             |                   |    |    |            |              |                   |
| TODAY SHOW<br>Mo-Fr 7:00a-9:00a              | :30         | 3                 | 3  | 3  | 5.4        | 3            | \$60.00<br>9      |
| Run Dates: 12/29/1999-11/26/2036             |             |                   |    |    |            |              |                   |
| KSNT NEWS @6<br>Mo-Fr 6:00p-6:30p            | :30         | 3                 | 3  | 3  | 6.5        | 3            | \$125.00<br>9     |
| Run Dates: 1/24/1993-12/30/2036              |             |                   |    |    |            |              |                   |
| ENTERTAINMENT TONIGHT<br>Mo-Fr 6:30p-7:00p   | :30         | 2                 | 3  | 3  | 5.1        | 3            | \$80.00<br>8      |
| Run Dates: 9/12/2011-12/31/2036              |             |                   |    |    |            |              |                   |
| LATE NEWS ROTATION<br>Mo-Su 10:00p-10:35p    | :30         | 2                 | 2  | 2  | 5.3        | 3            | \$125.00<br>6     |
| Run Dates: 10/8/2012-12/31/2036              |             |                   |    |    |            |              |                   |
| KSNT SAT MORNING NEWS @6A<br>Sat 6:00a-7:00a | :30         | 1                 | 1  | 1  | 3.7        | 3            | \$30.00<br>3      |
| Run Dates: 4/23/2016-12/31/2036              |             |                   |    |    |            |              |                   |
| SATURDAY TODAY<br>Sat 7:00a-8:00a            | :30         | 1                 | 1  | 1  | 5.0        | 3            | \$40.00<br>3      |
| Run Dates: 2/22/2016-12/31/2036              |             |                   |    |    |            |              |                   |
| <b>KSNT Totals</b>                           |             | 14                | 15 | 15 |            |              | <b>\$3,505.00</b> |
|                                              |             | <b>GRP/(000)</b>  |    |    | 232.8      | <b>Spts:</b> | <b>44</b>         |
|                                              |             | <b>Reach:</b>     |    |    | 90.8       |              |                   |
|                                              |             | <b>Frequency:</b> |    |    | 4.0        |              |                   |

Total Cost: \$3,505.00

Signature \_\_\_\_\_





# Emporia Main Street - The Taste April 13 2024

Proposal ID: 454946  
Station: KSNT  
Schedule Date: 3/25/2024 - 4/13/2024  
Spot Length(s): :30  
Report: Planner

Acct. Exec: Suzann Kenney  
Email: skenney@ksnt.com

Nexstar Advertising Terms and Conditions – [www.nexstar.tv/advertisingterms](http://www.nexstar.tv/advertisingterms)

## Frequency Distribution ( DMA F35-64 D.000 )

| Description      | Graph |
|------------------|-------|
| 1+ Times Viewed  |       |
| 2+ Times Viewed  |       |
| 3+ Times Viewed  |       |
| 4+ Times Viewed  |       |
| 5+ Times Viewed  |       |
| 6+ Times Viewed  |       |
| 7+ Times Viewed  |       |
| 8+ Times Viewed  |       |
| 9+ Times Viewed  |       |
| 10+ Times Viewed |       |
| 11+ Times Viewed |       |
| 12+ Times Viewed |       |
| 13+ Times Viewed |       |
| 14+ Times Viewed |       |
| 15+ Times Viewed |       |
| 16+ Times Viewed |       |
| 17+ Times Viewed |       |
| 18+ Times Viewed |       |
| 19+ Times Viewed |       |
| 20+ Times Viewed |       |
| 21+ Times Viewed |       |
| 22+ Times Viewed |       |
| 23+ Times Viewed |       |
| 24+ Times Viewed |       |
| 25+ Times Viewed |       |



# Emporia Main Street

## April 2024 - The Taste

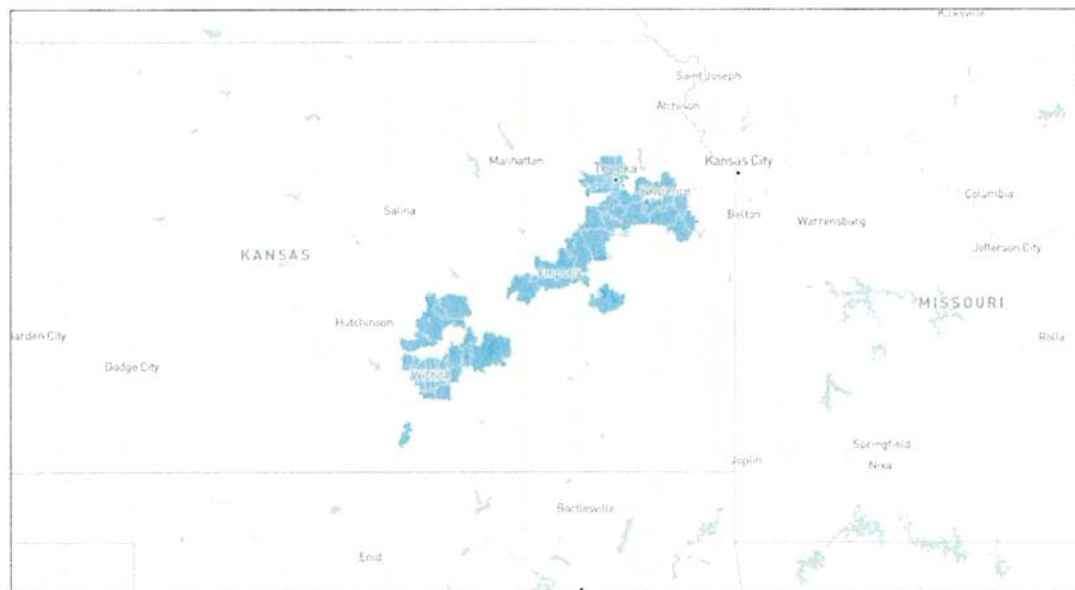
Nexstar Media KSNT - Topeka, KS  
Suzann Kenney  
skenney@ksnt.com  
(785-) 582-3263  
February 2024

# OVERVIEW



## About Our Business

Nexstar Media Group is America's largest local television and media company with 199 full power stations (including partner stations) in 116 markets addressing nearly 68% of US television households and a growing digital media operation. Nexstar's platform delivers exceptional local content and network programming to inform and entertain viewers, while providing premium, scalable local advertising opportunities for advertisers and brands across all screens and devices.



## Product Listing



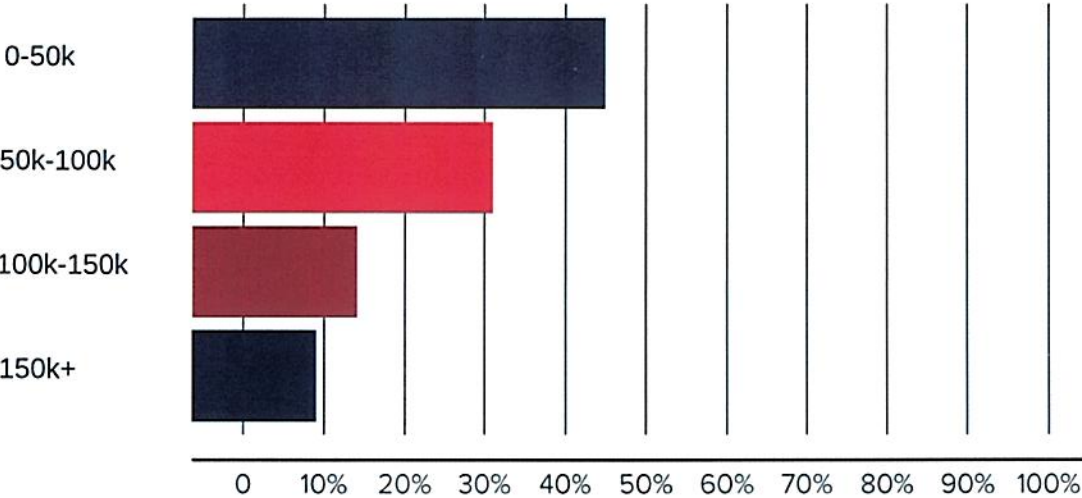
**Pre Roll**  
Keyword Search Targeting



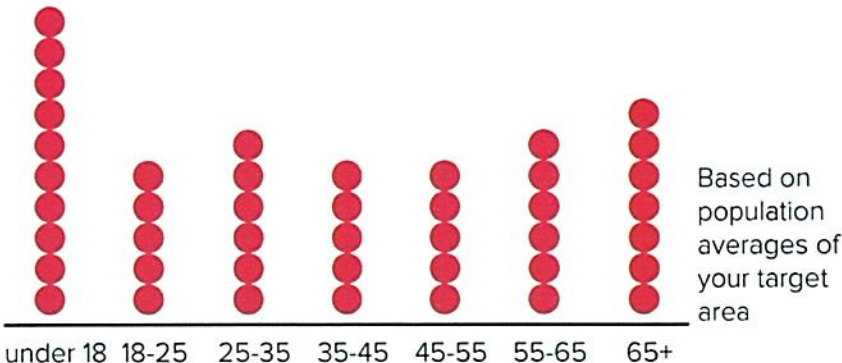
**Addressable CTV 90**

# ABOUT YOUR TARGET GEOGRAPHY

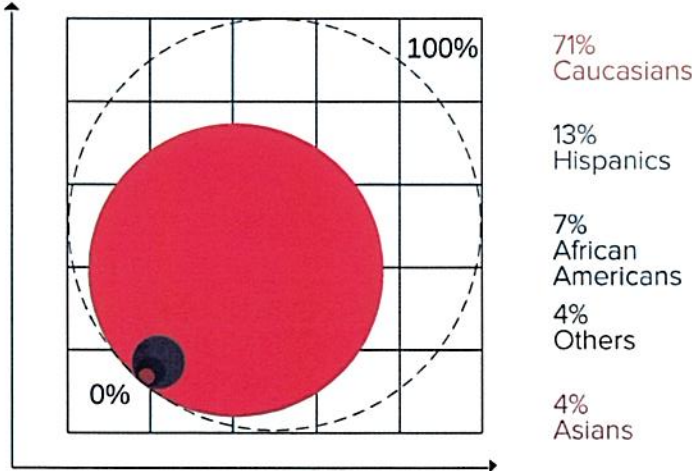
## Income Range



## Age Ranges



## Geographic Composition



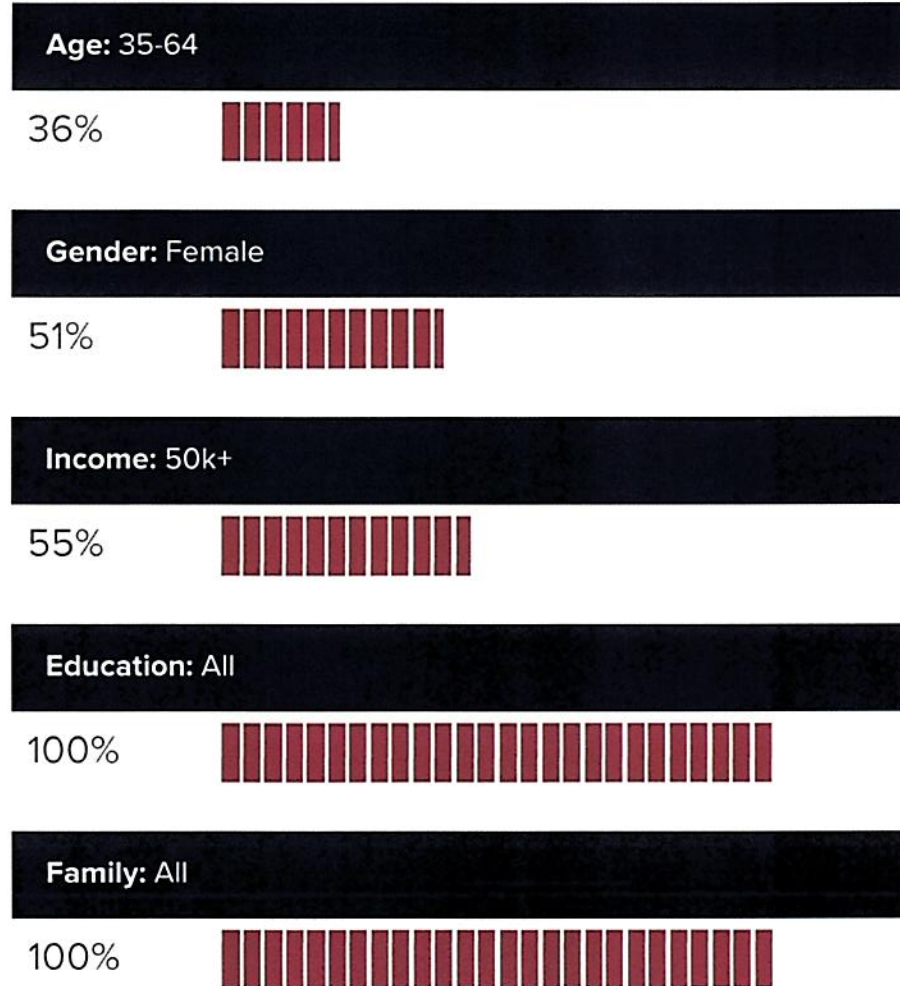
## Device Usage





# YOUR TARGET AUDIENCE

## Demographics



## Interests

- |                      |                        |
|----------------------|------------------------|
| Arts & Entertainment | Family & Relationships |
| Food & Drink         | Outdoors               |
| Shopping             | Travel                 |

# PRE ROLL

## Target Customers

**Age:** 35-64

**Sex:** Female

**Education:** All

**Family:** All

**Income:** 50k+

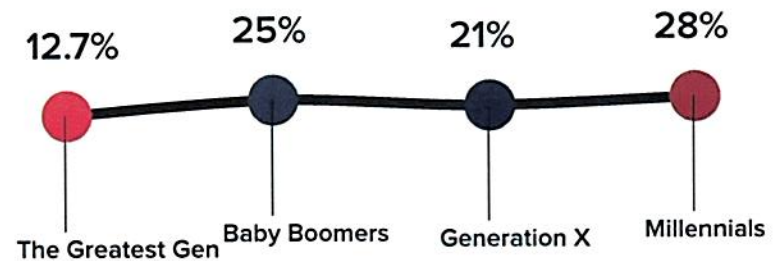
## Where We'll Find Your Target Audience\*

|                  |                  |                     |                     |
|------------------|------------------|---------------------|---------------------|
| budgettravel.com | hotels.com       | travelandleisure... | usmagazine.com      |
| cosmopolitan.com | fandango.com     | greatschools.org    | enotes.com          |
| bookrags.com     | nba.com          | ncaa.com            | hoopshype.com       |
| bhg.com          | hgtv.com         | countryliving.com   | marthastewart.c...  |
| craftgawker.com  | bridesblush.com  | apartmentthera...   | elledecor.com       |
| decoist.com      | todaysparent.com | familycorner.com    | myfamilytravels.... |
| bloomberg.com    | cnbc.com         | ask.com             | mapquest.com        |
| usatoday.com     | weather.com      | cnn.com             | businessinsider.... |
| flickr.com       | imgur.com        | gq.com              | vanityfair.com      |
| allrecipes.com   | foodnetwork.com  | finance.yahoo.c...  | inc.com             |

\*Targeting based on demographics, industry, and audience interests selected. The above list represents sample sites.



## Local Population Composite

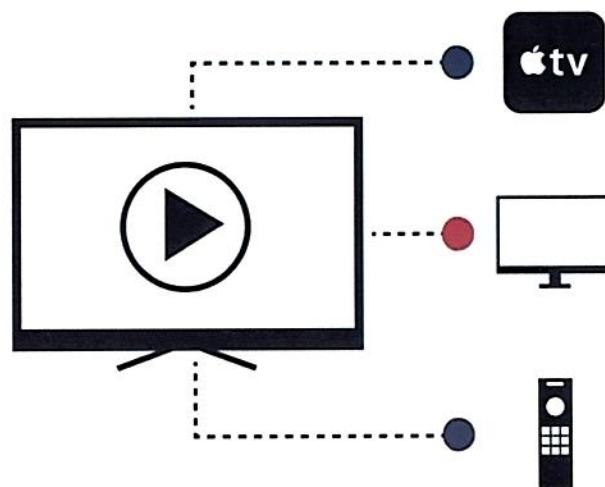


## About Connected TV

The connected TV penetration rate in the United States rose to an all time high in 2022, with 87 percent of American households owning at least one internet-connected TV device.

<https://www.statista.com/statistics/294654/connected-tv-penetration-rate-usa>

## Number of Connected TV Users



Over the past 5 years, tv viewers have embraced connected devices from brands like Amazon Fire TV, Apple TV, Roku and many others — as a way to watch programming.

Adults spend 2 hours and 41 minutes each day streaming online video.

Sources: <https://www.insiderintelligence.com/content/us-time-spent-with-media-2022>

46% of adults watch video on a connected device daily. This is up from 40% in 2020 and 25% in 2017.

Sources: <https://www.leichtmanresearch.com/46-of-adults-watch-video-via-a-connected-tv-device-daily>

## Networks Your Ad May Appear on



## Devices Included:





# YOUR STREAMING AUDIENCE



## AUDIENCE MATCH

MRI | SIMMONS

Demographics and Psychographics supported by  
Winter 2022 MRI Simmons USA  
Retrieved from Simmons Insights Database



Travel Channel



Sportsman Channel



TLC



CNBC



NBC



NFL App



Fox Sports



TNT



Outdoor Channel



ESPN



HGTV



ABC



Disney



ABC Family



Animal Planet



Nickelodeon



Bravo



Cartoon Network



Discovery Familia



Discovery

Confidential & Proprietary

Presented to Emporia Main Street

February 2024



# BUDGET 1



| Products                                                                                                                  | Details                      | Cost             |
|---------------------------------------------------------------------------------------------------------------------------|------------------------------|------------------|
| <br>Pre Roll<br>Keyword Search Targeting | 18,519 IMPRESSIONS PER MONTH | \$500   MONTH    |
| <br>Addressable CTV ...                  | 27,027 IMPRESSIONS PER MONTH | \$1,000   MONTH  |
| RECURRING TOTAL                                                                                                           |                              | \$ 1,500   MONTH |
| GRAND TOTAL                                                                                                               |                              | \$ 1,500         |

## Client Agreement

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

Term: 1 MONTHS

\_\_\_\_\_  
Print Client Name

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Nexstar Media KSNT - Topeka, KS Signature

# ZIP CODES



|       |       |       |       |       |       |       |       |
|-------|-------|-------|-------|-------|-------|-------|-------|
| 66006 | 66021 | 66025 | 66044 | 66045 | 66046 | 66047 | 66049 |
| 66050 | 66092 | 66409 | 66524 | 66546 | 66603 | 66604 | 66605 |
| 66606 | 66607 | 66608 | 66609 | 66610 | 66611 | 66612 | 66614 |
| 66615 | 66616 | 66617 | 66618 | 66619 | 66621 | 66622 | 66801 |
| 66866 | 67002 | 67016 | 67017 | 67030 | 67037 | 67041 | 67042 |
| 67055 | 67060 | 67067 | 67101 | 67103 | 67114 | 67117 | 67123 |
| 67135 | 67144 | 67151 | 67202 | 67203 | 67204 | 67205 | 67206 |
| 67207 | 67208 | 67209 | 67210 | 67211 | 67212 | 67213 | 67214 |
| 67215 | 67216 | 67217 | 67218 | 67219 | 67220 | 67223 | 67226 |
| 67228 | 67230 | 67232 | 67235 | 67260 | 66845 | 66537 | 66523 |
| 66868 | 66830 | 66414 | 66413 | 66839 | 66864 |       |       |

# KEYWORDS



|                                        |                                         |                                  |                                       |
|----------------------------------------|-----------------------------------------|----------------------------------|---------------------------------------|
| driving trips                          | daytrips                                | emporia                          | cheapest flights                      |
| plane tickets                          | airline tickets                         | cheap airline tickets            | affordable airline tickets            |
| cheap airline fares                    | flight ticket                           | air line tickets                 | cheap airlflights                     |
| air fare                               | cheap vacations                         | air tickets                      | cheap international flights           |
| cheap international tickets            | cheap all inclusive resorts             | affordable all inclusive resorts | affordable all inclusive              |
| cheap airline flights                  | round trip flights                      | airline tickets round trip       | travel agent near me                  |
| air fare prices                        | all inclusive vacation packages         | all inclusive vacation deals     | all inclusive travel packages         |
| all inclusive resort deals             | all inclusive resort packages           | all inclusive package deals      | all inclusive travel deals            |
| all inclusive resort vacation packages | all inclusive tour packages             | all inclusive resort trips       | cheap airline                         |
| cheapest travel destinations           | vacation packages                       | vacation bundles                 | best all inclusive trips              |
| cheap plane tickets                    | fly tickets                             | airline flights                  | all included vacation                 |
| air plane ticket                       | cheap one way flights                   | cheap flight tickets             | travel deals                          |
| book flights                           | vacation deals                          | vacation package deals           | travel package deals                  |
| vacation bundle deals                  | find cheap flights                      | get cheap flights                | flight booking sites                  |
| flight booking websites                | airline booking sites                   | air ticket booking site          | travel agency                         |
| travel travel agency                   | air ticket booking                      | book airline tickets             | book plane tickets                    |
| fly ticket booking                     | air flight booking                      | aeroplane ticket booking         | cheap vacation packages               |
| cheap travel packages                  | affordable vacation packages            | cheap vacation deals             | cheap travel package deals            |
| cheap tour packages                    | affordable travel packages              | flight agency near me            | tour agency near me                   |
| near me travel agency                  | travel companies near me                | travel agency closest to me      | travel agency near by me              |
| travel agency in near me               | flight s                                | booking com hotel booking        | multi city flights                    |
| discount flights                       | best flight prices                      | discount airline tickets         | best affordable all inclusive resorts |
| best cheap all inclusive resorts       | best and cheapest all inclusive resorts | best place to book flights       | airline ticket prices                 |
| airplane ticket price                  | all inclusive packages                  | holiday inn reservations         | holiday inn bookings                  |
| flight ticket price                    | air fares                               | air flight tickets               | buy plane tickets                     |



# KEYWORDS



air ticket price  
air ticket rate  
book a trip  
discount vacation packages  
plane ticket cost  
cheap fares  
air line flights  
best plane ticket site  
low cost airline tickets  
best flight search  
good travel agents near me  
travel sites for flights  
best travel sites for flights  
discount plane tickets  
best travel packages  
book rooms  
book a hotel room near me  
best price all inclusive resorts  
book ticket  
international flights tickets online  
cheapest international airlines  
low fare airlines  
best online flight booking  
best cheap vacations  
best cheap all inclusive vacations

plane ticket prices  
flight ticket fare  
low fare flights  
cheap vacation destinations  
cheapest flight booking  
airline reservations  
best travel agency near me  
holidays deals  
cheap flights fares  
cheapest air ticket booking  
cheapest international vacations  
book hotel near me  
all inclusive vacation packages 2023  
discount flight tickets  
airline fares  
round trip plane tickets  
book hotel room near me  
cheap vacations for two  
all inclusive destinations  
cruise travel agent near me  
best place to find cheap flights  
low air fares  
rooms booking  
cheap f  
hotel res

flight ticket rate  
aeroplane ticket price  
best travel booking site  
discount travel packages  
cheap fly tickets  
flight reservations  
best airfares  
cheap flight fares  
best all inclusive vacation packages  
best deals on all inclusive vacations  
cheap fly  
very cheap flights  
low price flights  
my flight  
best travel websites for flights  
flight only deals  
discount on flight booking  
compare flights  
all inclusive deals 2023  
inclusive vacation packages  
vacation deals 2023  
best flight tickets  
local travel agents near me  
tour vacation packages  
inclusive tour package

fly ticket price  
tourist information  
air travel tickets  
cheap summer vacations  
cheap getaways  
book cheap flight tickets  
best airline ticket sites  
search cheap flights  
flight fare deals  
getaway vacation packages  
book my trip  
flight sale  
cheap travel deals  
book travel  
cheapest place to book flights  
low cost flight  
cheap plane  
best airline prices  
compare flight tickets  
best airline tickets  
flights international  
multi city trip  
cheap vacation getaways  
all inclusive resort destinations  
tourism board

# KEYWORDS



|                                    |                                    |                                           |                                     |
|------------------------------------|------------------------------------|-------------------------------------------|-------------------------------------|
| cheap all inclusive holidays       | cheapo airlines                    | booking hotel rooms                       | cheap domestic flights              |
| affordable flights                 | multi city flight booking          | buy flights                               | travel websites for flights         |
| package deals                      | cheap multi city flights           | air line tickets cheap                    | multi flight trip                   |
| chip fly tickets                   | cheap international flight tickets | lowest flight ticket                      | airfare search                      |
| air ticket sale                    | buy air tickets online             | cheap direct flights                      | international flight deals          |
| air booking                        | best all inclusive destinations    | lowest airline tickets                    | cheap inclusive holidays            |
| best air fares                     | cheapest domestic airlines         | low price flight ticket                   | book airline tickets online         |
| low price airline tickets          | holiday tours packages             | buy flight tickets online                 | find airline tickets                |
| international air tickets          | low price air ticket               | bargain flights                           | international vacation packages     |
| weekend getaway deals              | buy cheap flight tickets           | book cheap flights online                 | multi city                          |
| international travel agent near me | find my flight                     | plane fare                                | best cheap flight tickets           |
| plane booking                      | vacation specials                  | cheap all inclusive holiday deals         | flight rates                        |
| air ticket booking near me         | best cheap vacation destinations   | book hotel stay                           | international travel agency near me |
| holiday vacation packages          | cheap resort packages              | flight price checker                      | vacation getaway deals              |
| vacation package deals for two     | bargain all inclusive holidays     | cheap international air tickets           | november vacation packages          |
| flight rate                        | the flight deal                    | best international travel agency near ... | deals on trips                      |
| discount trips                     | cheap rate flight ticket           | vacation packages for two                 | vacation travel agency              |
| tour travel packages               | travel advisors near me            | flight booking companies                  | flight booking near me              |
| tour deals                         | flight ticket booking near me      | affordable international vacations        | find a travel agent near me         |
| a flight                           | tour and travel packages           | all inclusive holiday vacations           | best international flights          |
| hotel reservations                 | package holidays                   | cheap all inclusive holidays 2023         | cheap holiday packages              |
| flight ticket booking online       | cheap holiday deals                | all inclusive holiday deals               | package holiday deals               |
| flight booking offers              | cheap holiday destinations         | all inclusive holiday packages            | best holiday deals                  |
| book my flight                     | booking com hotels near me         | airline booking                           | avia tickets                        |
| domestic flight booking            | online air ticket booking          | international flight booking              | getaway deals                       |

**Title:** Budget & RNR discussion  
**Agenda Date:** July 17, 2024  
**Presented By:** Janet Harrouff, Director of Finance

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**Background**

In March 2021, the Kansas Legislature passed SB 13 and HB 2104 which establish limitation on the ad valorem property tax levies by taxing subdivisions without an additional notice prior to budget adoption. The legislation requires on or before July 20, the governing body shall notify the county clerk of its proposed intent to exceed the revenue neutral rate and provide the date, time and location of the public hearing and its proposed tax rate. A letter will be sent by the county clerk to all taxing entities notifying them of the proposed tax levies.

**Discussion**

The City's RNR is 42.667 as calculated by the County Clerk. The final mill levy for 2023 taxes was 44.604. For 2025, the budget includes 9.5 mills for Bond and Interest, 5 mills for Library and .005 mills for Industrial then the General fund mills will adjust depending on the total mills approved. The budget assumes a 3% property tax delinquency rate.

The General Fund 2025 budget will be discussed at the study session.

Staff has reviewed the general fund expenses, revenue and capital items for the 2024 and 2025 budget years and made necessary adjustments. Four mill levy options are presented for discussion. These are the same options that were presented at the July 2<sup>nd</sup> meeting.

| Option | Mill Levy | 2025 GF Reserve | Unencumbered Cash Balance |
|--------|-----------|-----------------|---------------------------|
| 1      | 42.667    | 11.60%          | \$2,976,084               |
| 2      | 44.604    | 13.33%          | \$3,419,794               |
| 3      | 45.604    | 14.22%          | \$3,648,700               |
| 4      | 46.604    | 15.11%          | \$3,877,712               |

The RNR Resolution states what the maximum proposed mill levy the City will have for 2025. The resolution will be voted on at the July 17<sup>th</sup> meeting. The final mill levy can be at or lower than the proposed mill levy when the budget is approved in September.

**Financial Considerations**

A compensation study was approved in 2024 which increased annual salary expenses by approximately \$1,000,000 in the General Fund.

**Attachments**

CIP & cover sheets for General Fund

| <u>6/25/24</u> Description                                                        | <u>Department</u> | <u>2024</u>    | <u>2025</u>    | <u>2026</u>    | <u>2027</u>    | <u>2028</u>    | <u>2029</u>    |
|-----------------------------------------------------------------------------------|-------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| <b>General Fund</b>                                                               |                   |                |                |                |                |                |                |
| Communication Equipment                                                           | City Wide         | 30,000         | 30,000         | 30,000         | 30,000         | 30,000         | 30,000         |
| Monitor/Defibrillator                                                             | EMS               | 41,800         | 48,000         | 50,000         |                |                | 53,000         |
| Mechanical CPR Devices                                                            | EMS               |                | 31,000         | 32,000         | 33,000         | 34,000         | 35,000         |
| Replace Power Cots                                                                | EMS               |                | 60,000         | 60,000         |                |                |                |
| Power Load Cot System                                                             | EMS               | \$60,000       |                | 65,000         |                | 67,500         | 70,000         |
| Patient Simulator Training Device                                                 | EMS               | \$21,675       |                |                |                |                |                |
| Hose Rollers                                                                      | Fire              | \$13,000       |                |                |                |                |                |
| Drone and Accessories                                                             | Fire              | \$22,000       |                |                |                |                |                |
| Master Plan for the Golf Course                                                   | Golf Course       | 20,000         |                |                |                |                |                |
| Utility Vehicle width hydraulic dump bed and HI-FLOW hydraulics (1998) 5100 hours | Golf Course       |                |                |                | 42,380         |                |                |
| Chemical sprayer & Cushman (2001) 2200 hours                                      | Golf Course       |                |                |                | 90,000         |                |                |
| Sand topdresser (1992)                                                            | Golf Course       |                |                |                |                | 31,000         |                |
| Greens Mower, with cutting units and Verti cut units (1999) 4400 hours            | Golf Course       |                |                |                |                | 63,600         |                |
| Dump Truck Single axle 5 yd bed with live hydraulics (1998)                       | Special Street    |                | 160,000        |                |                |                |                |
| Drag box tractor & box Replace #623-1 (1984) 1455 hours                           | Park              | \$55,000       |                |                |                |                |                |
| 48 inch commercial zero turn mower w/bagger(2005) 1765 hours                      | Park              |                | 15,000         |                |                |                |                |
| 48 inch commercial zero turn mower w/bagger #657                                  | Park              |                |                | 15,000         |                |                |                |
| John Deere Gator                                                                  | Park              |                |                | 21,000         |                |                |                |
| Dump Truck                                                                        | Park              |                |                |                |                | 120,000        |                |
| Flatbed Truck                                                                     | Park              |                |                |                |                |                | 70,000         |
| John Deere Blade tractor replace #626-1                                           | Park              |                |                |                |                |                | 56,000         |
| 11 foot rotary mower (2015) 1435 hours                                            | Park              |                |                |                | 100,000        |                |                |
| Spillman Server                                                                   | Police            |                | 40,000         |                |                |                |                |
| Video Server Fire Wall instead                                                    | Police            | 14,000         |                |                |                |                |                |
| UTV - New                                                                         | Zoo               |                |                | 29,000         |                |                |                |
| <b>Total General Fund</b>                                                         |                   | <b>277,475</b> | <b>384,000</b> | <b>302,000</b> | <b>295,380</b> | <b>346,100</b> | <b>314,000</b> |



| 5 year Budget                                | Option 1     |              |              |              | 7/2/2024        |              |              |              |
|----------------------------------------------|--------------|--------------|--------------|--------------|-----------------|--------------|--------------|--------------|
| 2024-2029                                    | RNR 42.667   |              |              |              | 6/26/24 6:24 PM |              |              |              |
| Revenue Detail and Expenditure Summary       |              |              |              |              |                 |              |              |              |
| <b>GENERAL FUND</b>                          |              |              |              |              |                 |              |              |              |
|                                              | 2022         | 2023         | Budget       | Budget       | Budget          | Budget       | Budget       | Budget       |
|                                              | (Actual)     | (Actual)     | 2024         | 2025         | 2026            | 2027         | 2028         | 2029         |
| Beginning Cash Balance                       | \$4,535,364  | \$5,869,597  | \$6,857,044  | \$5,527,495  | \$2,976,084     | -\$91,153    | -\$3,837,190 | -\$8,321,350 |
| REVENUE                                      |              |              |              |              |                 |              |              |              |
| Ad Valorem Property Tax                      | \$4,996,386  | \$5,588,068  | \$6,379,892  | \$6,449,847  | \$6,449,847     | \$6,449,847  | \$6,449,847  | \$6,449,847  |
| Sales Tax                                    | \$9,382,028  | \$9,765,670  | \$9,765,669  | \$9,960,982  | \$10,160,202    | \$10,363,406 | \$10,570,674 | \$10,782,088 |
| Franchise Tax                                | \$3,041,958  | \$2,838,191  | \$2,725,000  | \$2,776,900  | \$2,829,838     | \$2,883,835  | \$2,938,911  | \$2,995,090  |
| Other Taxes                                  | \$732,162    | \$845,456    | \$751,214    | \$776,594    | \$776,694       | \$776,694    | \$776,694    | \$776,694    |
| Intergovernmental Taxes                      | \$313,974    | \$308,881    | \$328,309    | \$338,838    | \$349,790       | \$361,162    | \$372,971    | \$385,233    |
| Licenses & Permits                           | \$385,058    | \$270,454    | \$277,250    | \$276,850    | \$276,600       | \$276,600    | \$276,600    | \$276,600    |
| Charges for Services                         | \$2,123,416  | \$2,323,864  | \$2,180,950  | \$2,239,050  | \$2,239,050     | \$2,239,050  | \$2,239,050  | \$2,239,050  |
| Fines & Fees                                 | \$434,380    | \$477,393    | \$497,300    | \$497,150    | \$497,150       | \$497,150    | \$497,150    | \$497,150    |
| Use of Property and Money                    | \$207,861    | \$532,715    | \$802,452    | \$725,596    | \$655,596       | \$585,596    | \$535,596    | \$445,596    |
| Reimbursements                               | \$146,400    | \$272,396    | \$156,869    | \$157,716    | \$153,456       | \$155,995    | \$158,634    | \$161,380    |
| Misc. Rev. - Administrative Transfers 16%    | \$2,772,472  | \$2,678,060  | \$3,074,800  | \$3,151,480  | \$3,161,653     | \$3,172,690  | \$3,184,666  | \$3,187,487  |
| Transfer                                     | \$51,742     | \$2,144,431  | \$100,000    | \$100,000    | \$100,000       | \$0          | \$0          | \$0          |
| Operating Revenues                           | \$190        | \$0          | \$0          | \$0          | \$0             | \$0          | \$0          | \$0          |
| TOTAL RECEIPTS                               | \$24,588,027 | \$28,045,579 | \$27,039,705 | \$27,451,003 | \$27,649,876    | \$27,762,024 | \$28,000,794 | \$28,196,214 |
| EXPENDITURES                                 |              |              |              |              |                 |              |              |              |
| Administration                               | \$1,221,533  | \$1,364,440  | \$1,512,885  | \$1,550,481  | \$1,605,612     | \$1,661,481  | \$1,721,150  | \$1,785,007  |
| Accounting/HR                                | \$332,167    | \$415,680    | \$521,277    | \$543,815    | \$565,420       | \$586,653    | \$609,695    | \$633,579    |
| IT                                           | \$328,184    | \$384,747    | \$527,680    | \$549,439    | \$562,690       | \$576,718    | \$591,306    | \$606,478    |
| Communication                                | \$0          | \$0          | \$0          | \$20,100     | \$33,600        | \$33,500     | \$33,600     | \$33,500     |
| Police                                       | \$4,050,389  | \$5,025,292  | \$5,556,477  | \$5,983,283  | \$6,157,420     | \$6,380,225  | \$6,612,698  | \$6,855,376  |
| Animal Control                               | \$163,592    | \$219,124    | \$257,029    | \$286,836    | \$294,472       | \$302,350    | \$310,478    | \$318,866    |
| Fire                                         | \$2,702,353  | \$3,094,100  | \$3,453,569  | \$3,589,291  | \$3,713,828     | \$3,843,860  | \$3,979,681  | \$4,121,613  |
| EMS                                          | \$3,118,095  | \$3,427,168  | \$3,956,592  | \$4,173,490  | \$4,369,458     | \$4,328,227  | \$4,535,040  | \$4,735,655  |
| Building & Neighborhood Development          | \$1,278,236  | \$847,281    | \$964,653    | \$1,088,620  | \$1,095,739     | \$1,130,797  | \$1,165,958  | \$1,202,342  |
| Municipal Court                              | \$564,692    | \$731,667    | \$645,554    | \$665,308    | \$682,459       | \$700,350    | \$719,020    | \$738,509    |
| Engineering                                  | \$444,251    | \$535,521    | \$741,318    | \$763,214    | \$834,389       | \$866,899    | \$900,792    | \$936,136    |
| Street                                       | \$42,820     | \$24,982     | \$73,000     | \$235,000    | \$75,000        | \$75,000     | \$75,000     | \$75,000     |
| Golf Course                                  | \$811,805    | \$848,727    | \$1,054,728  | \$1,113,157  | \$1,086,380     | \$1,246,517  | \$1,237,804  | \$1,173,663  |
| Park                                         | \$1,047,889  | \$1,420,143  | \$1,657,715  | \$1,826,107  | \$1,872,104     | \$1,895,568  | \$1,967,688  | \$2,028,671  |
| Zoo                                          | \$632,613    | \$765,103    | \$872,079    | \$938,591    | \$990,241       | \$986,552    | \$1,012,981  | \$1,040,587  |
| Civic Auditorium                             | \$940,869    | \$991,507    | \$1,197,933  | \$1,241,496  | \$1,265,533     | \$1,292,799  | \$1,321,143  | \$1,348,619  |
| Shop                                         | \$37,343     | (\$7,098)    | \$119,299    | \$92,620     | \$99,166        | \$109,703    | \$120,766    | \$132,391    |
| Street Lighting                              | \$309,666    | \$302,684    | \$342,176    | \$349,020    | \$356,000       | \$363,120    | \$370,382    | \$377,790    |
| Appropriations                               | \$90,196     | \$127,112    | \$88,000     | \$91,500     | \$88,000        | \$88,000     | \$88,000     | \$88,000     |
| Airport                                      | \$768,937    | \$847,696    | \$879,646    | \$904,333    | \$918,814       | \$934,081    | \$950,436    | \$967,993    |
| Parking Facility                             | \$9,433      | \$9,433      | \$10,600     | \$11,600     | \$11,600        | \$11,600     | \$11,600     | \$11,600     |
| Transfers - County Wide Sales Tax            | \$3,112,239  | \$3,371,270  | \$3,349,514  | \$3,416,503  | \$3,484,832     | \$3,554,528  | \$3,625,618  | \$3,698,129  |
| Transfer to Industrial Development Sales Tax | \$925,001    | \$925,002    | \$925,003    | \$925,004    | \$925,005       | \$925,006    | \$925,007    | \$925,008    |
| Transfer to Equipment Reserve                |              |              |              |              |                 |              |              |              |
| Transfer to Projects                         | \$560,000    | \$2,030,000  | \$0          | \$0          | \$0             | \$0          | \$0          | \$0          |
| Salary Contingency                           | \$0          | \$0          | (\$337,477)  | (\$356,404)  | (\$370,660)     | (\$385,486)  | (\$400,906)  | (\$416,942)  |
| Outstanding PO's                             | (\$472,862)  | (\$442,533)  | \$0          | \$0          | \$0             | \$0          | \$0          | \$0          |
| Excess Carryover                             |              |              |              |              |                 |              |              |              |
| TOTAL EXPENDITURES                           | \$23,019,441 | \$27,259,052 | \$28,369,254 | \$30,002,413 | \$30,717,113    | \$31,508,061 | \$32,484,953 | \$33,417,587 |



|                                                                       |                  |                  |                |                |                 |                |                |                |
|-----------------------------------------------------------------------|------------------|------------------|----------------|----------------|-----------------|----------------|----------------|----------------|
| <b>5 year Budget</b>                                                  | <b>Option 1</b>  |                  |                |                | 7/2/2024        |                |                |                |
| <b>2024-2029</b>                                                      | RNR 42.667       |                  |                |                | 6/26/24 6:24 PM |                |                |                |
| <b>Revenue Detail and Expenditure Summary</b>                         |                  |                  |                |                |                 |                |                |                |
| <b>GENERAL FUND</b>                                                   |                  |                  |                |                |                 |                |                |                |
|                                                                       | 2022<br>(Actual) | 2023<br>(Actual) | Budget<br>2024 | Budget<br>2025 | Budget<br>2026  | Budget<br>2027 | Budget<br>2028 | Budget<br>2029 |
| Revenue less expenses                                                 | \$1,568,586      | \$786,528        | (\$1,329,549)  | (\$2,551,411)  | (\$3,067,238)   | (\$3,746,036)  | (\$4,484,160)  | (\$5,221,373)  |
| Cash Basis Adjustments/Non-appropriated Balance                       | (\$234,353)      | \$200,919        | \$0            | \$0            | \$0             | \$0            | \$0            | \$0            |
| Ending Cash Balance                                                   | \$5,869,597      | \$6,857,044      | \$5,527,495    | \$2,976,084    | (\$91,153)      | (\$3,837,190)  | (\$8,321,350)  | (\$13,542,723) |
| Base for Reserve calculation                                          | \$18,422,201     | \$20,932,779     | \$24,094,737   | \$25,660,906   | \$26,307,276    | \$27,028,527   | \$27,934,329   | \$28,794,450   |
| 15% Reserve                                                           | \$2,763,330      | \$3,139,917      | \$3,614,211    | \$3,849,136    | \$3,946,091     | \$4,054,279    | \$4,190,149    | \$4,319,167    |
| Amount over 15% Reserve                                               | \$3,106,267      | \$3,717,127      | \$1,913,284    | (\$873,052)    | (\$4,037,245)   | (\$7,891,469)  | (\$12,511,499) | (\$17,861,890) |
| Percentage                                                            | 31.86%           | 32.76%           | 22.94%         | 11.60%         | -0.35%          | -14.20%        | -29.79%        | -47.03%        |
| RNR valuation 42.667                                                  |                  |                  |                |                |                 |                |                |                |
| Assessed Valuation 4.5% in 2025 3% each year                          |                  |                  |                |                |                 |                |                |                |
| Sales Tax 2% inc each year                                            |                  |                  |                |                |                 |                |                |                |
| Multi Year Tax 2% inc                                                 |                  |                  |                |                |                 |                |                |                |
| Electric franchise fee 2% inc each year                               |                  |                  |                |                |                 |                |                |                |
| Gas Franchise Fee 2% in each year                                     |                  |                  |                |                |                 |                |                |                |
| Admin fee capped for sewer - 16% other funds                          |                  |                  |                |                |                 |                |                |                |
| <b>Expense Items</b>                                                  |                  |                  |                |                |                 |                |                |                |
| Personnel services includes a 4% increase (merit, Retirement, annual) |                  |                  |                |                |                 |                |                |                |
| 10% increase for health insurance                                     |                  |                  |                |                |                 |                |                |                |
|                                                                       |                  |                  |                |                |                 |                |                |                |
|                                                                       |                  |                  |                |                |                 |                |                |                |

| 5 year Budget                                | Option 2                                  |              |              |              | 7/2/2024        |              |              |              |
|----------------------------------------------|-------------------------------------------|--------------|--------------|--------------|-----------------|--------------|--------------|--------------|
| 2024-2029                                    | Same mill levy as actual 2024 rate 44.604 |              |              |              | 6/26/24 6:06 PM |              |              |              |
| Revenue Detail and Expenditure Summary       |                                           |              |              |              |                 |              |              |              |
| <b>GENERAL FUND</b>                          |                                           |              |              |              |                 |              |              |              |
|                                              | 2022                                      | 2023         | Budget       | Budget       | Budget          | Budget       | Budget       | Budget       |
|                                              | (Actual)                                  | (Actual)     | 2024         | 2025         | 2026            | 2027         | 2028         | 2029         |
| Beginning Cash Balance                       | \$4,535,364                               | \$5,869,597  | \$6,857,044  | \$5,527,495  | \$3,419,794     | \$1,003,073  | -\$1,879,435 | -\$5,280,666 |
| REVENUE                                      |                                           |              |              |              |                 |              |              |              |
| Ad Valorem Property Tax                      | \$4,996,386                               | \$5,588,068  | \$6,379,892  | \$6,893,557  | \$7,100,364     | \$7,313,375  | \$7,532,776  | \$7,758,759  |
| Sales Tax                                    | \$9,382,028                               | \$9,765,670  | \$9,765,669  | \$9,960,982  | \$10,160,202    | \$10,363,406 | \$10,570,674 | \$10,782,088 |
| Franchise Tax                                | \$3,041,958                               | \$2,838,191  | \$2,725,000  | \$2,776,900  | \$2,829,838     | \$2,883,835  | \$2,938,911  | \$2,995,090  |
| Other Taxes                                  | \$732,162                                 | \$845,456    | \$751,214    | \$776,594    | \$776,694       | \$776,694    | \$776,694    | \$776,694    |
| Intergovernmental Taxes                      | \$313,974                                 | \$308,881    | \$328,309    | \$338,838    | \$349,790       | \$361,162    | \$372,971    | \$385,233    |
| Licenses & Permits                           | \$385,058                                 | \$270,454    | \$277,250    | \$276,850    | \$276,600       | \$276,600    | \$276,600    | \$276,600    |
| Charges for Services                         | \$2,123,416                               | \$2,323,864  | \$2,180,950  | \$2,239,050  | \$2,239,050     | \$2,239,050  | \$2,239,050  | \$2,239,050  |
| Fines & Fees                                 | \$434,380                                 | \$477,393    | \$497,300    | \$497,150    | \$497,150       | \$497,150    | \$497,150    | \$497,150    |
| Use of Property and Money                    | \$207,861                                 | \$532,715    | \$802,452    | \$725,596    | \$655,596       | \$585,596    | \$535,596    | \$445,596    |
| Reimbursements                               | \$146,400                                 | \$272,396    | \$156,869    | \$157,716    | \$153,456       | \$155,995    | \$158,634    | \$161,380    |
| Misc. Rev. - Administrative Transfers 16%    | \$2,772,472                               | \$2,678,060  | \$3,074,800  | \$3,151,480  | \$3,161,653     | \$3,172,690  | \$3,184,666  | \$3,187,487  |
| Transfer                                     | \$51,742                                  | \$2,144,431  | \$100,000    | \$100,000    | \$100,000       | \$0          | \$0          | \$0          |
| Operating Revenues                           | \$190                                     | \$0          | \$0          | \$0          | \$0             | \$0          | \$0          | \$0          |
| TOTAL RECEIPTS                               | \$24,588,027                              | \$28,045,579 | \$27,039,705 | \$27,894,713 | \$28,300,392    | \$28,625,552 | \$29,083,723 | \$29,505,126 |
| EXPENDITURES                                 |                                           |              |              |              |                 |              |              |              |
| Administration                               | \$1,221,533                               | \$1,364,440  | \$1,512,885  | \$1,550,481  | \$1,605,612     | \$1,661,481  | \$1,721,150  | \$1,785,007  |
| Accounting/HR                                | \$332,167                                 | \$415,680    | \$521,277    | \$543,815    | \$565,420       | \$586,653    | \$609,695    | \$633,579    |
| IT                                           | \$328,184                                 | \$384,747    | \$527,680    | \$549,439    | \$562,690       | \$576,718    | \$591,306    | \$606,478    |
| Communication                                | \$0                                       | \$0          | \$0          | \$20,100     | \$33,600        | \$33,500     | \$33,600     | \$33,500     |
| Police                                       | \$4,050,389                               | \$5,025,292  | \$5,556,477  | \$5,983,283  | \$6,157,420     | \$6,380,225  | \$6,612,698  | \$6,855,376  |
| Animal Control                               | \$163,592                                 | \$219,124    | \$257,029    | \$286,836    | \$294,472       | \$302,350    | \$310,478    | \$318,866    |
| Fire                                         | \$2,702,353                               | \$3,094,100  | \$3,453,569  | \$3,589,291  | \$3,713,828     | \$3,843,860  | \$3,979,681  | \$4,121,613  |
| EMS                                          | \$3,118,095                               | \$3,427,168  | \$3,956,592  | \$4,173,490  | \$4,369,458     | \$4,328,227  | \$4,535,040  | \$4,735,655  |
| Building & Neighborhood Development          | \$1,278,236                               | \$847,281    | \$964,653    | \$1,088,620  | \$1,095,739     | \$1,130,797  | \$1,165,958  | \$1,202,342  |
| Municipal Court                              | \$564,692                                 | \$731,667    | \$645,554    | \$665,308    | \$682,459       | \$700,350    | \$719,020    | \$738,509    |
| Engineering                                  | \$444,251                                 | \$535,521    | \$741,318    | \$763,214    | \$834,389       | \$866,899    | \$900,792    | \$936,136    |
| Street                                       | \$42,820                                  | \$24,982     | \$73,000     | \$235,000    | \$75,000        | \$75,000     | \$75,000     | \$75,000     |
| Golf Course                                  | \$811,805                                 | \$848,727    | \$1,054,728  | \$1,113,157  | \$1,086,380     | \$1,246,517  | \$1,237,804  | \$1,173,663  |
| Park                                         | \$1,047,889                               | \$1,420,143  | \$1,657,715  | \$1,826,107  | \$1,872,104     | \$1,895,568  | \$1,967,688  | \$2,028,671  |
| Zoo                                          | \$632,613                                 | \$765,103    | \$872,079    | \$938,591    | \$990,241       | \$986,552    | \$1,012,981  | \$1,040,587  |
| Civic Auditorium                             | \$940,869                                 | \$991,507    | \$1,197,933  | \$1,241,496  | \$1,265,533     | \$1,292,799  | \$1,321,143  | \$1,348,619  |
| Shop                                         | \$37,343                                  | (\$7,098)    | \$119,299    | \$92,620     | \$99,166        | \$109,703    | \$120,766    | \$132,391    |
| Street Lighting                              | \$309,666                                 | \$302,684    | \$342,176    | \$349,020    | \$356,000       | \$363,120    | \$370,382    | \$377,790    |
| Appropriations                               | \$90,196                                  | \$127,112    | \$88,000     | \$91,500     | \$88,000        | \$88,000     | \$88,000     | \$88,000     |
| Airport                                      | \$768,937                                 | \$847,696    | \$879,646    | \$904,333    | \$918,814       | \$934,081    | \$950,436    | \$967,993    |
| Parking Facility                             | \$9,433                                   | \$9,433      | \$10,600     | \$11,600     | \$11,600        | \$11,600     | \$11,600     | \$11,600     |
| Transfers - County Wide Sales Tax            | \$3,112,239                               | \$3,371,270  | \$3,349,514  | \$3,416,503  | \$3,484,832     | \$3,554,528  | \$3,625,618  | \$3,698,129  |
| Transfer to Industrial Development Sales Tax | \$925,001                                 | \$925,002    | \$925,003    | \$925,004    | \$925,005       | \$925,006    | \$925,007    | \$925,008    |
| Transfer to Equipment Reserve                |                                           |              |              |              |                 |              |              |              |
| Transfer to Projects                         | \$560,000                                 | \$2,030,000  | \$0          | \$0          | \$0             | \$0          | \$0          | \$0          |
| Salary Contingency                           | \$0                                       | \$0          | (\$337,477)  | (\$356,404)  | (\$370,660)     | (\$385,486)  | (\$400,906)  | (\$416,942)  |
| Outstanding PO's                             | (\$472,862)                               | (\$442,533)  | \$0          | \$0          | \$0             | \$0          | \$0          | \$0          |
| Excess Carryover                             |                                           |              |              |              |                 |              |              |              |
| TOTAL EXPENDITURES                           | \$23,019,441                              | \$27,259,052 | \$28,369,254 | \$30,002,413 | \$30,717,113    | \$31,508,061 | \$32,484,953 | \$33,417,587 |

| 5 year Budget                                                         | Option 2                                  |              |               |               | 7/2/2024        |               |               |                |
|-----------------------------------------------------------------------|-------------------------------------------|--------------|---------------|---------------|-----------------|---------------|---------------|----------------|
| 2024-2029                                                             | Same mill levy as actual 2024 rate 44.604 |              |               |               | 6/26/24 6:06 PM |               |               |                |
| Revenue Detail and Expenditure Summary                                |                                           |              |               |               |                 |               |               |                |
| <b>GENERAL FUND</b>                                                   |                                           |              |               |               |                 |               |               |                |
|                                                                       | 2022                                      | 2023         | Budget        | Budget        | Budget          | Budget        | Budget        | Budget         |
|                                                                       | (Actual)                                  | (Actual)     | 2024          | 2025          | 2026            | 2027          | 2028          | 2029           |
| Revenue less expenses                                                 | \$1,568,586                               | \$786,528    | (\$1,329,549) | (\$2,107,701) | (\$2,416,721)   | (\$2,882,509) | (\$3,401,231) | (\$3,912,461)  |
| Cash Basis Adjustments/Non-appropriated Balance                       | (\$234,353)                               | \$200,919    | \$0           | \$0           | \$0             | \$0           | \$0           | \$0            |
| Ending Cash Balance                                                   | \$5,869,597                               | \$6,857,044  | \$5,527,495   | \$3,419,794   | \$1,003,073     | (\$1,879,435) | (\$5,280,666) | (\$9,193,127)  |
| Base for Reserve calculation                                          | \$18,422,201                              | \$20,932,779 | \$24,094,737  | \$25,660,906  | \$26,307,276    | \$27,028,527  | \$27,934,329  | \$28,794,450   |
| 15% Reserve                                                           | \$2,763,330                               | \$3,139,917  | \$3,614,211   | \$3,849,136   | \$3,946,091     | \$4,054,279   | \$4,190,149   | \$4,319,167    |
| Amount over 15% Reserve                                               | \$3,106,267                               | \$3,717,127  | \$1,913,284   | (\$429,342)   | (\$2,943,018)   | (\$5,933,714) | (\$9,470,816) | (\$13,512,295) |
| Percentage                                                            | 31.86%                                    | 32.76%       | 22.94%        | 13.33%        | 3.81%           | -6.95%        | -18.90%       | -31.93%        |
| RNR valuation 42.667                                                  |                                           |              |               |               |                 |               |               |                |
| Assessed Valuation 4.5% in 2025 3% each year                          |                                           |              |               |               |                 |               |               |                |
| Sales Tax 2% inc each year                                            |                                           |              |               |               |                 |               |               |                |
| Multi Year Tax 2% inc                                                 |                                           |              |               |               |                 |               |               |                |
| Electric franchise fee 2% inc each year                               |                                           |              |               |               |                 |               |               |                |
| Gas Franchise Fee 2% in each year                                     |                                           |              |               |               |                 |               |               |                |
| Admin fee capped for sewer - 16% other funds                          |                                           |              |               |               |                 |               |               |                |
| <b>Expense Items</b>                                                  |                                           |              |               |               |                 |               |               |                |
| Personnel services includes a 4% increase (merit, Retirement, annual) |                                           |              |               |               |                 |               |               |                |
| 10% increase for health insurance                                     |                                           |              |               |               |                 |               |               |                |
|                                                                       |                                           |              |               |               |                 |               |               |                |
|                                                                       |                                           |              |               |               |                 |               |               |                |

|                                               |                        |                     |                     |                     |                     |                     |                     |                     |
|-----------------------------------------------|------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>5 year Budget</b>                          | <b>Option 3</b>        |                     |                     |                     | 7/2/2024            |                     |                     |                     |
| <b>2024-2029</b>                              | 1 mill increase 45.604 |                     |                     |                     | 6/26/24 6:10 PM     |                     |                     |                     |
| <b>Revenue Detail and Expenditure Summary</b> |                        |                     |                     |                     |                     |                     |                     |                     |
| <b>GENERAL FUND</b>                           |                        |                     |                     |                     |                     |                     |                     |                     |
|                                               | 2022<br>(Actual)       | 2023<br>(Actual)    | Budget<br>2024      | Budget<br>2025      | Budget<br>2026      | Budget<br>2027      | Budget<br>2028      | Budget<br>2029      |
| Beginning Cash Balance                        | \$4,535,364            | \$5,869,597         | \$6,857,044         | \$5,527,495         | \$3,648,700         | \$1,467,753         | -\$1,171,910        | -\$4,323,009        |
| <b>REVENUE</b>                                |                        |                     |                     |                     |                     |                     |                     |                     |
| Ad Valorem Property Tax                       | \$4,996,386            | \$5,588,068         | \$6,379,892         | \$7,122,463         | \$7,336,137         | \$7,556,221         | \$7,782,908         | \$8,016,395         |
| Sales Tax                                     | \$9,382,028            | \$9,765,670         | \$9,765,669         | \$9,960,982         | \$10,160,202        | \$10,363,406        | \$10,570,674        | \$10,782,088        |
| Franchise Tax                                 | \$3,041,958            | \$2,838,191         | \$2,725,000         | \$2,776,900         | \$2,829,838         | \$2,883,835         | \$2,938,911         | \$2,995,090         |
| Other Taxes                                   | \$732,162              | \$845,456           | \$751,214           | \$776,594           | \$776,694           | \$776,694           | \$776,694           | \$776,694           |
| Intergovernmental Taxes                       | \$313,974              | \$308,881           | \$328,309           | \$338,838           | \$349,790           | \$361,162           | \$372,971           | \$385,233           |
| Licenses & Permits                            | \$385,058              | \$270,454           | \$277,250           | \$276,850           | \$276,600           | \$276,600           | \$276,600           | \$276,600           |
| Charges for Services                          | \$2,123,416            | \$2,323,864         | \$2,180,950         | \$2,239,050         | \$2,239,050         | \$2,239,050         | \$2,239,050         | \$2,239,050         |
| Fines & Fees                                  | \$434,380              | \$477,393           | \$497,300           | \$497,150           | \$497,150           | \$497,150           | \$497,150           | \$497,150           |
| Use of Property and Money                     | \$207,861              | \$532,715           | \$802,452           | \$725,596           | \$655,596           | \$585,596           | \$535,596           | \$445,596           |
| Reimbursements                                | \$146,400              | \$272,396           | \$156,869           | \$157,716           | \$153,456           | \$155,995           | \$158,634           | \$161,380           |
| Misc. Rev. - Administrative Transfers 16%     | \$2,772,472            | \$2,678,060         | \$3,074,800         | \$3,151,480         | \$3,161,653         | \$3,172,690         | \$3,184,666         | \$3,187,487         |
| Transfer                                      | \$51,742               | \$2,144,431         | \$100,000           | \$100,000           | \$100,000           | \$0                 | \$0                 | \$0                 |
| Operating Revenues                            | \$190                  | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 |
| <b>TOTAL RECEIPTS</b>                         | <b>\$24,588,027</b>    | <b>\$28,045,579</b> | <b>\$27,039,705</b> | <b>\$28,123,619</b> | <b>\$28,536,166</b> | <b>\$28,868,398</b> | <b>\$29,333,854</b> | <b>\$29,762,762</b> |
| <b>EXPENDITURES</b>                           |                        |                     |                     |                     |                     |                     |                     |                     |
| Administration                                | \$1,221,533            | \$1,364,440         | \$1,512,885         | \$1,550,481         | \$1,605,612         | \$1,661,481         | \$1,721,150         | \$1,785,007         |
| Accounting/HR                                 | \$332,167              | \$415,680           | \$521,277           | \$543,815           | \$565,420           | \$586,653           | \$609,695           | \$633,579           |
| IT                                            | \$328,184              | \$384,747           | \$527,680           | \$549,439           | \$562,690           | \$576,718           | \$591,306           | \$606,478           |
| Communication                                 | \$0                    | \$0                 | \$0                 | \$20,100            | \$33,600            | \$33,500            | \$33,600            | \$33,500            |
| Police                                        | \$4,050,389            | \$5,025,292         | \$5,556,477         | \$5,983,283         | \$6,157,420         | \$6,380,225         | \$6,612,698         | \$6,855,376         |
| Animal Control                                | \$163,592              | \$219,124           | \$257,029           | \$286,836           | \$294,472           | \$302,350           | \$310,478           | \$318,866           |
| Fire                                          | \$2,702,353            | \$3,094,100         | \$3,453,569         | \$3,589,291         | \$3,713,828         | \$3,843,860         | \$3,979,681         | \$4,121,613         |
| EMS                                           | \$3,118,095            | \$3,427,168         | \$3,956,592         | \$4,173,490         | \$4,369,458         | \$4,328,227         | \$4,535,040         | \$4,735,655         |
| Building & Neighborhood Development           | \$1,278,236            | \$847,281           | \$964,653           | \$1,088,620         | \$1,095,739         | \$1,130,797         | \$1,165,958         | \$1,202,342         |
| Municipal Court                               | \$564,692              | \$731,667           | \$645,554           | \$665,308           | \$682,459           | \$700,350           | \$719,020           | \$738,509           |
| Engineering                                   | \$444,251              | \$535,521           | \$741,318           | \$763,214           | \$834,389           | \$866,899           | \$900,792           | \$936,136           |
| Street                                        | \$42,820               | \$24,982            | \$73,000            | \$235,000           | \$75,000            | \$75,000            | \$75,000            | \$75,000            |
| Golf Course                                   | \$811,805              | \$848,727           | \$1,054,728         | \$1,113,157         | \$1,086,380         | \$1,246,517         | \$1,237,804         | \$1,173,663         |
| Park                                          | \$1,047,889            | \$1,420,143         | \$1,657,715         | \$1,826,107         | \$1,872,104         | \$1,895,568         | \$1,967,688         | \$2,028,671         |
| Zoo                                           | \$632,613              | \$765,103           | \$872,079           | \$938,591           | \$990,241           | \$986,552           | \$1,012,981         | \$1,040,587         |
| Civic Auditorium                              | \$940,869              | \$991,507           | \$1,197,933         | \$1,241,496         | \$1,265,533         | \$1,292,799         | \$1,321,143         | \$1,348,619         |
| Shop                                          | \$37,343               | (\$7,098)           | \$119,299           | \$92,620            | \$99,166            | \$109,703           | \$120,766           | \$132,391           |
| Street Lighting                               | \$309,666              | \$302,684           | \$342,176           | \$349,020           | \$356,000           | \$363,120           | \$370,382           | \$377,790           |
| Appropriations                                | \$90,196               | \$127,112           | \$88,000            | \$91,500            | \$88,000            | \$88,000            | \$88,000            | \$88,000            |
| Airport                                       | \$768,937              | \$847,696           | \$879,646           | \$904,333           | \$918,814           | \$934,081           | \$950,436           | \$967,993           |
| Parking Facility                              | \$9,433                | \$9,433             | \$10,600            | \$11,600            | \$11,600            | \$11,600            | \$11,600            | \$11,600            |
| Transfers - County Wide Sales Tax             | \$3,112,239            | \$3,371,270         | \$3,349,514         | \$3,416,503         | \$3,484,832         | \$3,554,528         | \$3,625,618         | \$3,698,129         |
| Transfer to Industrial Development Sales Tax  | \$925,001              | \$925,002           | \$925,003           | \$925,004           | \$925,005           | \$925,006           | \$925,007           | \$925,008           |
| Transfer to Equipment Reserve                 |                        |                     |                     |                     |                     |                     |                     |                     |
| Transfer to Projects                          | \$560,000              | \$2,030,000         | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 |
| Salary Contingency                            | \$0                    | \$0                 | (\$337,477)         | (\$356,404)         | (\$370,660)         | (\$385,486)         | (\$400,906)         | (\$416,942)         |
| Outstanding PO's                              | (\$472,862)            | (\$442,533)         | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 | \$0                 |
| Excess Carryover                              |                        |                     |                     |                     |                     |                     |                     |                     |
| <b>TOTAL EXPENDITURES</b>                     | <b>\$23,019,441</b>    | <b>\$27,259,052</b> | <b>\$28,369,254</b> | <b>\$30,002,413</b> | <b>\$30,717,113</b> | <b>\$31,508,061</b> | <b>\$32,484,953</b> | <b>\$33,417,587</b> |

|                                                                       |                        |                  |                |                |                 |                |                |                |
|-----------------------------------------------------------------------|------------------------|------------------|----------------|----------------|-----------------|----------------|----------------|----------------|
| <b>5 year Budget</b>                                                  | Option 3               |                  |                |                | 7/2/2024        |                |                |                |
| <b>2024-2029</b>                                                      | 1 mill increase 45.604 |                  |                |                | 6/26/24 6:10 PM |                |                |                |
| <b>Revenue Detail and Expenditure Summary</b>                         |                        |                  |                |                |                 |                |                |                |
| <b>GENERAL FUND</b>                                                   |                        |                  |                |                |                 |                |                |                |
|                                                                       | 2022<br>(Actual)       | 2023<br>(Actual) | Budget<br>2024 | Budget<br>2025 | Budget<br>2026  | Budget<br>2027 | Budget<br>2028 | Budget<br>2029 |
| Revenue less expenses                                                 | \$1,568,586            | \$786,528        | (\$1,329,549)  | (\$1,878,795)  | (\$2,180,948)   | (\$2,639,662)  | (\$3,151,099)  | (\$3,654,825)  |
| Cash Basis Adjustments/Non-appropriated Balance                       | (\$234,353)            | \$200,919        | \$0            | \$0            | \$0             | \$0            | \$0            | \$0            |
| Ending Cash Balance                                                   | \$5,869,597            | \$6,857,044      | \$5,527,495    | \$3,648,700    | \$1,467,753     | (\$1,171,910)  | (\$4,323,009)  | (\$7,977,834)  |
| Base for Reserve calculation                                          | \$18,422,201           | \$20,932,779     | \$24,094,737   | \$25,660,906   | \$26,307,276    | \$27,028,527   | \$27,934,329   | \$28,794,450   |
| 15% Reserve                                                           | \$2,763,330            | \$3,139,917      | \$3,614,211    | \$3,849,136    | \$3,946,091     | \$4,054,279    | \$4,190,149    | \$4,319,167    |
| Amount over 15% Reserve                                               | \$3,106,267            | \$3,717,127      | \$1,913,284    | (\$200,436)    | (\$2,478,339)   | (\$5,226,189)  | (\$8,513,158)  | (\$12,297,002) |
| Percentage                                                            | 31.86%                 | 32.76%           | 22.94%         | 14.22%         | 5.58%           | -4.34%         | -15.48%        | -27.71%        |
| RNR valuation 42.667                                                  |                        |                  |                |                |                 |                |                |                |
| Assessed Valuation 4.5% in 2025 3% each year                          |                        |                  |                |                |                 |                |                |                |
| Sales Tax 2% inc each year                                            |                        |                  |                |                |                 |                |                |                |
| Multi Year Tax 2% inc                                                 |                        |                  |                |                |                 |                |                |                |
| Electric franchise fee 2% inc each year                               |                        |                  |                |                |                 |                |                |                |
| Gas Franchise Fee 2% in each year                                     |                        |                  |                |                |                 |                |                |                |
| Admin fee capped for sewer - 16% other funds                          |                        |                  |                |                |                 |                |                |                |
| <b>Expense Items</b>                                                  |                        |                  |                |                |                 |                |                |                |
| Personnel services includes a 4% increase (merit, Retirement, annual) |                        |                  |                |                |                 |                |                |                |
| 10% increase for health insurance                                     |                        |                  |                |                |                 |                |                |                |
|                                                                       |                        |                  |                |                |                 |                |                |                |
|                                                                       |                        |                  |                |                |                 |                |                |                |

| 5 year Budget                                | Option 4               |                  |                |                | 7/2/2024        |                |                |                |
|----------------------------------------------|------------------------|------------------|----------------|----------------|-----------------|----------------|----------------|----------------|
| 2024-2029                                    | 2 mill increase 46.604 |                  |                |                | 6/26/24 6:19 PM |                |                |                |
| Revenue Detail and Expenditure Summary       |                        |                  |                |                |                 |                |                |                |
| <b>GENERAL FUND</b>                          |                        |                  |                |                |                 |                |                |                |
|                                              | 2022<br>(Actual)       | 2023<br>(Actual) | Budget<br>2024 | Budget<br>2025 | Budget<br>2026  | Budget<br>2027 | Budget<br>2028 | Budget<br>2029 |
| Beginning Cash Balance                       | \$4,535,364            | \$5,869,597      | \$6,857,044    | \$5,527,495    | \$3,877,712     | \$1,932,647    | -\$464,057     | -\$3,364,908   |
| REVENUE                                      |                        |                  |                |                |                 |                |                |                |
| Ad Valorem Property Tax                      | \$4,996,386            | \$5,588,068      | \$6,379,892    | \$7,351,475    | \$7,572,019     | \$7,799,180    | \$8,033,155    | \$8,274,150    |
| Sales Tax                                    | \$9,382,028            | \$9,765,670      | \$9,765,669    | \$9,960,982    | \$10,160,202    | \$10,363,406   | \$10,570,674   | \$10,782,088   |
| Franchise Tax                                | \$3,041,958            | \$2,838,191      | \$2,725,000    | \$2,776,900    | \$2,829,838     | \$2,883,835    | \$2,938,911    | \$2,995,090    |
| Other Taxes                                  | \$732,162              | \$845,456        | \$751,214      | \$776,594      | \$776,694       | \$776,694      | \$776,694      | \$776,694      |
| Intergovernmental Taxes                      | \$313,974              | \$308,881        | \$328,309      | \$338,838      | \$349,790       | \$361,162      | \$372,971      | \$385,233      |
| Licenses & Permits                           | \$385,058              | \$270,454        | \$277,250      | \$276,850      | \$276,600       | \$276,600      | \$276,600      | \$276,600      |
| Charges for Services                         | \$2,123,416            | \$2,323,864      | \$2,180,950    | \$2,239,050    | \$2,239,050     | \$2,239,050    | \$2,239,050    | \$2,239,050    |
| Fines & Fees                                 | \$434,380              | \$477,393        | \$497,300      | \$497,150      | \$497,150       | \$497,150      | \$497,150      | \$497,150      |
| Use of Property and Money                    | \$207,861              | \$532,715        | \$802,452      | \$725,596      | \$655,596       | \$585,596      | \$535,596      | \$445,596      |
| Reimbursements                               | \$146,400              | \$272,396        | \$156,869      | \$157,716      | \$153,456       | \$155,995      | \$158,634      | \$161,380      |
| Misc. Rev. - Administrative Transfers 16%    | \$2,772,472            | \$2,678,060      | \$3,074,800    | \$3,151,480    | \$3,161,653     | \$3,172,690    | \$3,184,666    | \$3,187,487    |
| Transfer                                     | \$51,742               | \$2,144,431      | \$100,000      | \$100,000      | \$100,000       | \$0            | \$0            | \$0            |
| Operating Revenues                           | \$190                  | \$0              | \$0            | \$0            | \$0             | \$0            | \$0            | \$0            |
| TOTAL RECEIPTS                               | \$24,588,027           | \$28,045,579     | \$27,039,705   | \$28,352,631   | \$28,772,048    | \$29,111,357   | \$29,584,102   | \$30,020,517   |
| EXPENDITURES                                 |                        |                  |                |                |                 |                |                |                |
| Administration                               | \$1,221,533            | \$1,364,440      | \$1,512,885    | \$1,550,481    | \$1,605,612     | \$1,661,481    | \$1,721,150    | \$1,785,007    |
| Accounting/HR                                | \$332,167              | \$415,680        | \$521,277      | \$543,815      | \$565,420       | \$586,653      | \$609,695      | \$633,579      |
| IT                                           | \$328,184              | \$384,747        | \$527,680      | \$549,439      | \$562,690       | \$576,718      | \$591,306      | \$606,478      |
| Communication                                | \$0                    | \$0              | \$0            | \$20,100       | \$33,600        | \$33,500       | \$33,600       | \$33,500       |
| Police                                       | \$4,050,389            | \$5,025,292      | \$5,556,477    | \$5,983,283    | \$6,157,420     | \$6,380,225    | \$6,612,698    | \$6,855,376    |
| Animal Control                               | \$163,592              | \$219,124        | \$257,029      | \$286,836      | \$294,472       | \$302,350      | \$310,478      | \$318,866      |
| Fire                                         | \$2,702,353            | \$3,094,100      | \$3,453,569    | \$3,589,291    | \$3,713,828     | \$3,843,860    | \$3,979,681    | \$4,121,613    |
| EMS                                          | \$3,118,095            | \$3,427,168      | \$3,956,592    | \$4,173,490    | \$4,369,458     | \$4,328,227    | \$4,535,040    | \$4,735,655    |
| Building & Neighborhood Development          | \$1,278,236            | \$847,281        | \$964,653      | \$1,088,620    | \$1,095,739     | \$1,130,797    | \$1,165,958    | \$1,202,342    |
| Municipal Court                              | \$564,692              | \$731,667        | \$645,554      | \$665,308      | \$682,459       | \$700,350      | \$719,020      | \$738,509      |
| Engineering                                  | \$444,251              | \$535,521        | \$741,318      | \$763,214      | \$834,389       | \$866,899      | \$900,792      | \$936,136      |
| Street                                       | \$42,820               | \$24,982         | \$73,000       | \$235,000      | \$75,000        | \$75,000       | \$75,000       | \$75,000       |
| Golf Course                                  | \$811,805              | \$848,727        | \$1,054,728    | \$1,113,157    | \$1,086,380     | \$1,246,517    | \$1,237,804    | \$1,173,663    |
| Park                                         | \$1,047,889            | \$1,420,143      | \$1,657,715    | \$1,826,107    | \$1,872,104     | \$1,895,568    | \$1,967,688    | \$2,028,671    |
| Zoo                                          | \$632,613              | \$765,103        | \$872,079      | \$938,591      | \$990,241       | \$986,552      | \$1,012,981    | \$1,040,587    |
| Civic Auditorium                             | \$940,869              | \$991,507        | \$1,197,933    | \$1,241,496    | \$1,265,533     | \$1,292,799    | \$1,321,143    | \$1,348,619    |
| Shop                                         | \$37,343               | (\$7,098)        | \$119,299      | \$92,620       | \$99,166        | \$109,703      | \$120,766      | \$132,391      |
| Street Lighting                              | \$309,666              | \$302,684        | \$342,176      | \$349,020      | \$356,000       | \$363,120      | \$370,382      | \$377,790      |
| Appropriations                               | \$90,196               | \$127,112        | \$88,000       | \$91,500       | \$88,000        | \$88,000       | \$88,000       | \$88,000       |
| Airport                                      | \$768,937              | \$847,696        | \$879,646      | \$904,333      | \$918,814       | \$934,081      | \$950,436      | \$967,993      |
| Parking Facility                             | \$9,433                | \$9,433          | \$10,600       | \$11,600       | \$11,600        | \$11,600       | \$11,600       | \$11,600       |
| Transfers - County Wide Sales Tax            | \$3,112,239            | \$3,371,270      | \$3,349,514    | \$3,416,503    | \$3,484,832     | \$3,554,528    | \$3,625,618    | \$3,698,129    |
| Transfer to Industrial Development Sales Tax | \$925,001              | \$925,002        | \$925,003      | \$925,004      | \$925,005       | \$925,006      | \$925,007      | \$925,008      |
| Transfer to Equipment Reserve                |                        |                  |                |                |                 |                |                |                |
| Transfer to Projects                         | \$560,000              | \$2,030,000      | \$0            | \$0            | \$0             | \$0            | \$0            | \$0            |
| Salary Contingency                           | \$0                    | \$0              | (\$337,477)    | (\$356,404)    | (\$370,660)     | (\$385,486)    | (\$400,906)    | (\$416,942)    |
| Outstanding PO's                             | (\$472,862)            | (\$442,533)      | \$0            | \$0            | \$0             | \$0            | \$0            | \$0            |
| Excess Carryover                             |                        |                  |                |                |                 |                |                |                |
| TOTAL EXPENDITURES                           | \$23,019,441           | \$27,259,052     | \$28,369,254   | \$30,002,413   | \$30,717,113    | \$31,508,061   | \$32,484,953   | \$33,417,587   |

|                                                                       |                        |                  |                |                |                 |                |                |                |
|-----------------------------------------------------------------------|------------------------|------------------|----------------|----------------|-----------------|----------------|----------------|----------------|
| <b>5 year Budget</b>                                                  | <b>Option 4</b>        |                  |                |                | 7/2/2024        |                |                |                |
| <b>2024-2029</b>                                                      | 2 mill increase 46.604 |                  |                |                | 6/26/24 6:19 PM |                |                |                |
| <b>Revenue Detail and Expenditure Summary</b>                         |                        |                  |                |                |                 |                |                |                |
| <b>GENERAL FUND</b>                                                   |                        |                  |                |                |                 |                |                |                |
|                                                                       | 2022<br>(Actual)       | 2023<br>(Actual) | Budget<br>2024 | Budget<br>2025 | Budget<br>2026  | Budget<br>2027 | Budget<br>2028 | Budget<br>2029 |
| Revenue less expenses                                                 | \$1,568,586            | \$786,528        | (\$1,329,549)  | (\$1,649,783)  | (\$1,945,065)   | (\$2,396,704)  | (\$2,900,852)  | (\$3,397,070)  |
| Cash Basis Adjustments/Non-appropriated Balance                       | (\$234,353)            | \$200,919        | \$0            | \$0            | \$0             | \$0            | \$0            | \$0            |
| Ending Cash Balance                                                   | \$5,869,597            | \$6,857,044      | \$5,527,495    | \$3,877,712    | \$1,932,647     | (\$464,057)    | (\$3,364,908)  | (\$6,761,978)  |
| Base for Reserve calculation                                          | \$18,422,201           | \$20,932,779     | \$24,094,737   | \$25,660,906   | \$26,307,276    | \$27,028,527   | \$27,934,329   | \$28,794,450   |
| 15% Reserve                                                           | \$2,763,330            | \$3,139,917      | \$3,614,211    | \$3,849,136    | \$3,946,091     | \$4,054,279    | \$4,190,149    | \$4,319,167    |
| Amount over 15% Reserve                                               | \$3,106,267            | \$3,717,127      | \$1,913,284    | \$28,576       | (\$2,013,444)   | (\$4,518,336)  | (\$7,555,058)  | (\$11,081,146) |
| Percentage                                                            | 31.86%                 | 32.76%           | 22.94%         | 15.11%         | 7.35%           | -1.72%         | -12.05%        | -23.48%        |
| RNR valuation 42.667                                                  |                        |                  |                |                |                 |                |                |                |
| Assessed Valuation 4.5% in 2025 3% each year                          |                        |                  |                |                |                 |                |                |                |
| Sales Tax 2% inc each year                                            |                        |                  |                |                |                 |                |                |                |
| Multi Year Tax 2% inc                                                 |                        |                  |                |                |                 |                |                |                |
| Electric franchise fee 2% inc each year                               |                        |                  |                |                |                 |                |                |                |
| Gas Franchise Fee 2% in each year                                     |                        |                  |                |                |                 |                |                |                |
| Admin fee capped for sewer - 16% other funds                          |                        |                  |                |                |                 |                |                |                |
| <b>Expense Items</b>                                                  |                        |                  |                |                |                 |                |                |                |
| Personnel services includes a 4% increase (merit, Retirement, annual) |                        |                  |                |                |                 |                |                |                |
| 10% increase for health insurance                                     |                        |                  |                |                |                 |                |                |                |
|                                                                       |                        |                  |                |                |                 |                |                |                |
|                                                                       |                        |                  |                |                |                 |                |                |                |