

CITY COMMISSION MEETING

AGENDA

CITY COMMISSION / MUNICIPAL COURT ROOM
518 MECHANIC, EMPORIA, KS
August 17, 2016 at 7:00 pm

1. Members present: Mayor Gilligan

<u>Vice Mayor Mlynar</u>	<u>Commissioner Geitz</u>
<u>Commissioner Harmon</u>	<u>Commissioner Giefer</u>
<u>City Manager McAnarney</u>	<u>City Clerk Sull</u>
<u>Asst. City Mgr. Jim Witt</u>	<u>City Attorney Montgomery</u>
2. Mayor and City Commission Reports and Comments.
3. Consent Agenda
4. Public Comment
5. Budget Hearing for Accepting the 2017 Budget.
6. Consider Approval for Resolution to Submit Grant Application for Housing Rehabilitation to Kansas Department of Commerce Small Cities CDBG Program.
7. Public Hearing for Proposed CDBG Housing Rehabilitation Project.
8. Consider Approval of Ordinance Authorizing City to Issue General Obligation Bonds for Acquiring Firefighting Equipment.
9. Consider Approval of Ordinance for Annexation of Property Located 2200 W. 30th Ave. into City Limits.
10. Request to Approve Revisions to City of Emporia Transportation Service Policy.
11. Report from City Manager on City Activities.
12. Executive Session



**If you need accommodations due to a disability to participate in this event, meeting, or activity, or alternative format of written materials contact Shelly Kelly, City of Emporia ADA Coordinator at least 48 hours before the event at 620-343-4291 or email skelly@emporia-kansas.gov*

AGENDA ITEM SUMMARY

MEETING DATE: August 17, 2016

ITEM NUMBER: 2

SUBJECT: Mayor and City Commissioners Reports and Comments

RECOMMENDATION:

BACKGROUND SUMMARY

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

The following is general information for the month of June for the community:

1) Monthly Local Retail Sales Tax Receipts Update

2015	2016	
\$384,249.13	\$369,596.54	Decrease of \$14,652.59 for the month, and Overall increase of 1.07% from year 2015

2) City Share from County Tax

2015	2016	
\$190,759.65	\$182,284.63	Decrease of \$8,475.02 for the month, and Overall decrease of 0.25% from year 2015

3) Building Permits issued from 6/1/2016 to 6/30/2016 for new construction, remodeling / repairs and demolition.

Total number of building permits issued through Code Services:	47
Total of valuations associated with those building permits:	\$527,222.00
Total number of dollars collected for Building Permit Fees:	\$4,352.00

Flint Hills Mall CID for June	\$1,878.75
Year to Date Total	\$1,880.36

The following is general information for the month of July for the community:

1) Monthly Local Retail Sales Tax Receipts Update

2015	2016	
\$375,942.55	\$407,865.20	Increase of \$31,922.71 for the month, and Overall increase of 2.12% from the year 2015

2) City Share from County Tax

2015	2016	
\$186,901.85	\$200,834.58	Increase of \$13,932.73 for the month, and

ACTION RECORD

Action: _____

Motion: _____ Second: _____
Abstained: _____ Vote: _____
GEITZ _____ GIEFER _____ GILLIGAN _____ HARMON _____ MLYNAR _____

AGENDA ITEM SUMMARY

Overall increase of 0.83% from the year 2015.

Flint Hills Mall CID for July	\$22,352.97
Year to Date Total	\$24,233.33

4) Building Permits issued from 7/1/2016 to 7/31/2016 for new construction, remodeling/repairs and demolitions.

Total number of building permits issued through Code Services:	30
Total of valuations associated with those building permits:	\$4,849,210.00
Total number of dollars collected for Building Permit Fees:	\$14,912.25

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____
GEITZ _____ GIEFER _____ GILLIGAN _____ HARMON _____ MLYNAR _____

AGENDA ITEM SUMMARY

MEETING DATE: August 17, 2016

ITEM NUMBER: 3

SUBJECT:

Consent agenda:

The items listed on the Consent Agenda are considered by the Governing Body to be routine business items. Approval of the items may be made by a single motion, second and majority vote with no separate discussion of any item listed. Should a member of the Governing Body desire to discuss any item, at his/her request, it will be removed from the Consent Agenda and considered separately.

- a. Consider minutes of the Regular Meeting held on August 3, 2016.
- b. Consider ratification of Payroll Ordinance for the period ending in August 5, 2016.
- c. Consider the Approval of July Budget.
- d. Consider Change Order No. 1 for the Warren Way Paving Project No. PV1402.
- e. Consider Approval of Federal Aviation Administration Equipment Space Lease.

RECOMMENDATION:

- a. Approve Minutes
- b. Approve Payroll
- c. Approve Budget
- d. Approve Change Order
- e. Approve Lease

BACKGROUND SUMMARY:

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____

GEITZ _____ GIEFER _____ GILLIGAN _____ HARMON _____ MLYNAR _____

AGENDA ITEM SUMMARY

MEETING DATE: August 17, 2016

ITEM NUMBER: 3d

SUBJECT: Consider Change Order No. 1 for the Warren Way Paving Project No PV1402.

RECOMMENDATION: Approve Change Order No. 1 for the Warren Way Paving Project No. PV1402 adding \$34,450.00 to the project.

BACKGROUND SUMMARY:

Listed below are the change order quantities for the 2016 Warren Way improvements Project. The original bid amount was \$1,025,607.95. This Change Order for \$34,250.00 would increase the final dollar amount to \$1,060,057.95. This project was funded from the 441 Fund and the Kansas Department of Transportation Fund of \$500,000.00. The change order is to be funded by transferring \$34,500.00 out of the Industrial Fund.

Quantities Deleted:

1. Stone Rip Rap – The quantity was found to be too small to adequately cover the spillways for the two sedimentation pond berms and was deleted to be replaced by a new quantity. This is a reduction in the cost of \$800.00.

The total amount deleted from the project is \$800.00.

Quantities Added:

1. Stone Rip Rap – The quantity added was the correct amount of rip rap determined to be needed for the spillways of the two sedimentation ponds. Due to requirements included in KDHE 's review comments, additional stone rip rap was required adding to the project an increase of \$33,150.00.
2. Storm Sewer End Section (36") CMP – Two HDMP end sections became damaged after a rainstorm causing them to be unusable. It was decided to replace them with more rigid steel end sections to resist the water force better. This resulted in an increase of \$2,100.00.

The total amount added to this project is \$35,250.00.

The total amount of the Change Order represents an increase of \$34,450.00.

Original contract amount	\$1,025,607.95
Plus: Change Amount	\$ 34,450.00
Revised Contract amount	\$1,060,057.95

ACTION RECORD

Action: _____

Motion: _____ Second: _____
Abstained: _____ Vote: _____
GEITZ _____ GIEFER _____ GILLIGAN _____ HARMON _____ MLYNAR _____

**CHANGE IN PLANS NO. 1
ON CONTRACT WITH MIES CONSTRUCTION INC. FOR THE
CONSTRUCTION OF WARREN WAY EXTENSION PAVING PROJECT NO. PV1402**

Date: July 20, 2016

This change in plans, made in accordance with the provisions of Paragraph 9, GS-4, General Conditions under the above Contract, provides for a change in the contract total due to estimated quantities being different than the actual quantities used in the construction of the Warren Way Extension Paving Project No. PV1402.

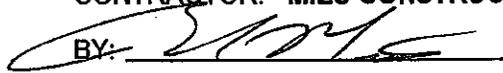
<u>QUANTITY</u>	<u>UNIT</u>	<u>ITEM & UNIT PRICE IN WORDS</u>	<u>UNIT PRICE IN FIGURES</u>	<u>TOTAL AMOUNT</u>
QUANTITIES DELETED:				
8.00	S.Y.	Stone Rip Rap (D50)(1') @ Eight Dollars <hr style="width: 50%; margin-left: 0;"/> (Unit Price in Words)	\$100.00	\$800.00
		Total Deleted:		<u>\$800.00</u>

CHANGE IN PLANS NO. 1
 Warren Way Extension Paving Project No. PV1402
 Page 2

<u>QUANTITY</u>	<u>UNIT</u>	<u>ITEM & UNIT PRICE IN WORDS</u>	<u>UNIT PRICE IN FIGURES</u>	<u>TOTAL AMOUNT</u>
QUANTITIES ADDED:				
663.00	S.Y.	Stone Rip Rap (D50)(1') @ Eight Dollars <hr/> (Unit Price in Words)	\$50.00	\$33,150.00
2.00	Ea.	Storm Sewer End Section (36") (CMP) @ One Thousand Fifty Dollars <hr/> (Unit Price in Words)	\$1,050.00	\$2,100.00
			Total Added:	<u>\$35,250.00</u>

TOTAL ADDED TO PROJECT **\$34,450.00**

CONTRACTOR: MIES CONSTRUCTION INC.

BY: 

Date: _____

APPROVED BY: THE CITY OF EMPORIA, KS
 BY: _____

MAYOR

Attest: _____
 CITY CLERK

AGENDA ITEM SUMMARY

MEETING DATE: August 17, 2016

ITEM NUMBER: 3e

SUBJECT: Federal Aviation Administration Equipment Space Lease – Approval Request

RECOMMENDATION: Staff recommends approval of the lease agreement with the Federal Aviation Administration.

BACKGROUND SUMMARY

For the past several decades, the Federal Aviation Administration (FAA) has leased space for equipment at the City of Emporia Municipal Airport. The size of the leased area is approximately 475 square feet. The current lease expires September 30, 2016.

The proposed lease is very similar but there are a few changes as noted:

1. The proposed lease is for an update/renewal period every five (5) years. Previously 20 years.
2. The proposed lease payment is \$275.00 per month. The current monthly payment is \$228.40.
3. The proposed lease clarifies the electrical power usage as the responsibility of the FAA.

Staff respectfully recommends approval of the proposed Equipment Space Lease with the FAA.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____
GEITZ _____ GIEFER _____ GILLIGAN _____ HARMON _____ MLYNAR _____

EQUIPMENT SPACE LEASE

Between

**THE UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION**

And

CITY OF EMPORIA, KANSAS

**Lease No: DTFACN-16-L-00070
(EMP) Equipment/Workshop Space
Emporia, Kansas**

This lease is entered into by and between the City of Emporia, Kansas, whose address is 104 East 5th Avenue, Emporia, Kansas 66801, and whose interest in the property hereinafter described is that of owner, hereby referred to as Lessor, and the United States of America, hereinafter referred to as the Government or the FAA.

WITNESSETH: The parties hereto, and for the consideration hereinafter mentioned, covenant and agree as follows:

1. DESCRIPTION (10/96) – The Lessor hereby leases to the Government the following described premises: Approximately 475 square feet of equipment and shop space located in the Old Terminal Building, Emporia Municipal Airport, Emporia, Kansas 66801, as shown on Floor Plan, identified as Exhibit “A,” attached hereto and made a part hereof, which shall be related to the FAA’s activities in support of Air Traffic operations.
2. TERM (08/02) – To have and to hold, for the term commencing on October 1, 2016 and continuing through September 30, 2021 inclusive, provided that adequate appropriations are available from year to year for the payment of rentals.
3. CANCELLATION (08/02) – The Government may terminate this lease at any time, in whole or in part, if the Real Estate Contracting Officer (RECO) determines that a termination is in the best interest of the Government. The RECO shall terminate by delivering to the Lessor a written notice specifying the effective date of the termination. The termination notice shall be delivered by certified mail return receipt requested and mailed at least 30 days before the effective termination date.
4. CONSIDERATION (08/02) – The Government shall pay the Lessor rental for the premises in the amount of \$3,300.00 annually at the rate of \$275.00 per month during the lease period. Payments shall be made in arrears at the end of each month without the submission of invoices or vouchers. The payments shall be directly deposited in accordance with the Electronic Funds Transfer (EFT) Payment clause in this lease. Payments shall be considered paid on the day an electronic funds transfer is made.

5. **HOLDOVER (07/14)** – If after the expiration of the lease, the Government shall retain possession of the premises, the lease shall continue in force and effect on a month-to-month basis. Rent shall be paid in accordance with the terms of the lease, in arrears on a prorated basis, at the rate paid during the lease term. This period shall continue until the Government shall have signed a new lease with the Lessor, acquired the property in fee, or vacated the leased premises.
6. **NON-RESTORATION (10/96)** – The FAA will have no obligation to restore and/or rehabilitate, either wholly or partially, the premises under this lease. It is further agreed that the FAA may abandon in place any or all of the structures, improvements and/or equipment installed in or located upon said property by the FAA during its tenure. Notice of abandonment will be conveyed to the Lessor in writing.
7. **SERVICES AND UTILITIES (To be provided by Lessor as part of rent) (10/08)** – Services supplied to technical equipment will be supplied 24 hours a day, and seven days a week. The Government will have access to the leased premises at all times, including the use of electrical services without additional payment.
 - A. HEAT (minimum 50 degrees Fahrenheit)
 - B. SNOW REMOVAL
 - C. GROUND MAINTENANCE
 - D. REPLACEMENT LAMPS, TUBES AND BALLASTS

The Government uses a wall-mounted air conditioning unit and contracts directly for electric service, which is separately metered.
8. **DAMAGE BY FIRE OR OTHER CASUALTY (10/96)** – If the building or structure is partially or totally destroyed or damaged by fire or other casualty or if environmentally hazardous conditions are found to exist so that the leased premises is untenable as determined by the Government, the Government may terminate the lease, in whole or in part, immediately by giving written notice to the Lessor and no further rental will be due.
9. **MAINTENANCE OF THE PREMISES (01/16)** – The Lessor will maintain the demised premises, including the grounds, all equipment, fixtures and appurtenances furnished by the Lessor under this lease, in good repair. The Lessor shall ensure that all hazards associated with electrical equipment are marked in accordance with OSHA and National Fire Protection Association (NFPA) 70 electrical code.
10. **FAILURE IN PERFORMANCE (10/96)** – In the event the Lessor fails to perform any service, to provide any item, or meet any requirement of this lease, the Government may perform the service, provide the item, or meet the requirement, either directly or through a contract. The Government may deduct any costs incurred for the service or item, including administrative costs, from the rental payments. No deduction of rent pursuant to this clause will constitute default by the Government on this lease.

2.6.2 Antenna and Rack Space Lease

CLSA January 2016

OMB Control No. 2120-0595

11. CONTRACT DISPUTES (11/03) –

- A. All disputes arising under or related to this lease will be resolved through the Federal Aviation Administration (FAA) dispute resolution system at the Office of Dispute Resolution for Acquisition (ODRA) and will be governed by the procedures set forth in 14 C.F.R. Parts 14 and 17, which are hereby incorporated by reference. Judicial review, where available, will be in accordance with 49 U.S.C. 46110 and will apply only to final agency decisions. A Lessor may seek review of a final FAA decision only after its administrative remedies have been exhausted.
- B. All Contract Disputes will be in writing and will be filed at the following address:
Office of Dispute Resolution for Acquisition, AGC-70
Federal Aviation Administration
800 Independence Avenue, SW, Room 323
Washington, DC 20591
Telephone: (202) 267-3290
Facsimile: (202) 267-3720
- C. A contract dispute against the FAA will be filed with the ODRA within two (2) years of the accrual of the lease contract claim involved. A contract dispute is considered to be filed on the date it is received by the ODRA.
- D. The full text of the Contract Disputes clause is incorporated by reference. Upon request the full text will be provided by the RECO.

12. INTERFERENCE (10/08) – Should there be interference with the Lessor's facility due to the FAA operations, FAA shall correct the problem immediately. If the Lessor's facility interferes with FAA's equipment then the Lessor will correct the problem immediately.

13. INSTALLATION OF ANTENNAS, CABLES AND OTHER APPURTENANCES (04/12) – The FAA shall have the right to install, operate and maintain antennas, wires and their supporting structures, including any linking wires, connecting cables and conduits atop and within buildings and structures, or at other locations, as deemed necessary by the Government. The Government will coordinate with the Lessor when installing antennas, cables, and other appurtenances.

14. HOLD HARMLESS (10/96) – In accordance with and subject to the conditions, limitations and exceptions set forth in the Federal Tort Claims Act of 1948, as amended (28 USC 2671. et. seq.), hereafter termed "the Act" the Government will be liable to persons damaged by any personal injury, death or injury to or loss of property, which is caused by a negligent or wrongful act or omission of an employee of the Government while acting within the scope of his office or employment under circumstances where private person would be liable in accordance with the law of the place where the act or omission occurred. The foregoing shall not be deemed to extend the Government's liability beyond that existing under the Act at the time of such act or omission or to preclude the Government from using any defense available in law or equity.

2.6.2 Antenna and Rack Space Lease

CLSA January 2016

OMB Control No. 2120-0595

15. PEST CONTROL (01/15) – The Lessor must exterminate and control pests within the premises within a timely manner as required by the Government. Notice and acceptance shall be provided to the Government facility manager and a copy to the RECO before any application of herbicide(s)/pesticide(s) or other chemical pest control. No application of pesticides may be performed without the written consent of the FAA facility manager. OSHA requirements for Hazard Communication must apply for the use of hazardous materials used in pest control. Copies of Safety Data Sheets (SDS) for all chemicals brought on site must be provided to the Government before application. Only licensed applicators must be allowed to apply chemicals. Herbicides/pesticides are not to be applied near the outside air intakes of the building during normal working hours or when the system is in operation.

16. CLAUSES INCORPORATED BY REFERENCE: The clauses identified below are incorporated by reference. The full text of these clauses can be found via the Internet at <http://fast.faa.gov>.

- A. ANTI-KICKBACK (07/14)
- B. ASSIGNMENT OF CLAIMS (10/96)
- C. COMPLIANCE WITH APPLICABLE LAWS (10/96)
- D. COVENANT AGAINST CONTINGENT FEES (08/02)
- E. DEFAULT BY LESSOR (10/96)
- F. EXAMINATION OF RECORDS (08/02)
- G. INSPECTION (10/96)
- H. LESSOR'S SUCCESSORS (10/96)
- I. NO WAIVER (10/96)
- J. OFFICIALS NOT TO BENEFIT (10/96)
- K. PAYMENT BY ELECTRONIC FUND TRANSFER (01/13)
- L. SUBORDINATION, NONDISTURBANCE AND ATTORNMENT (07/14)
- M. SYSTEM FOR AWARD MANAGEMENT (07/14)

17. NOTICES (10/96) – All notices/correspondence shall be in writing, reference the lease number, and be addressed as follows:

Lessor:
City of Emporia
104 East 5th Avenue
Emporia, Kansas 66801

Government:
Federal Aviation Administration
Real Estate & Utilities Group, ALO-720
10101 Hillwood Parkway
Fort Worth, Texas 76177

18. ATTACHMENTS –

Exhibit A, Floor Plan

IN WITNESS WHEREOF, the parties hereto have signed their names:

CITY OF EMPORIA, KANSAS

By: _____
Robert F. Gilligan, Mayor

Date

UNITED STATES OF AMERICA

By: _____
Jennifer W. Miller, Real Estate Contracting Officer

Date

PUBLIC AUTHORIZATION CERTIFICATE

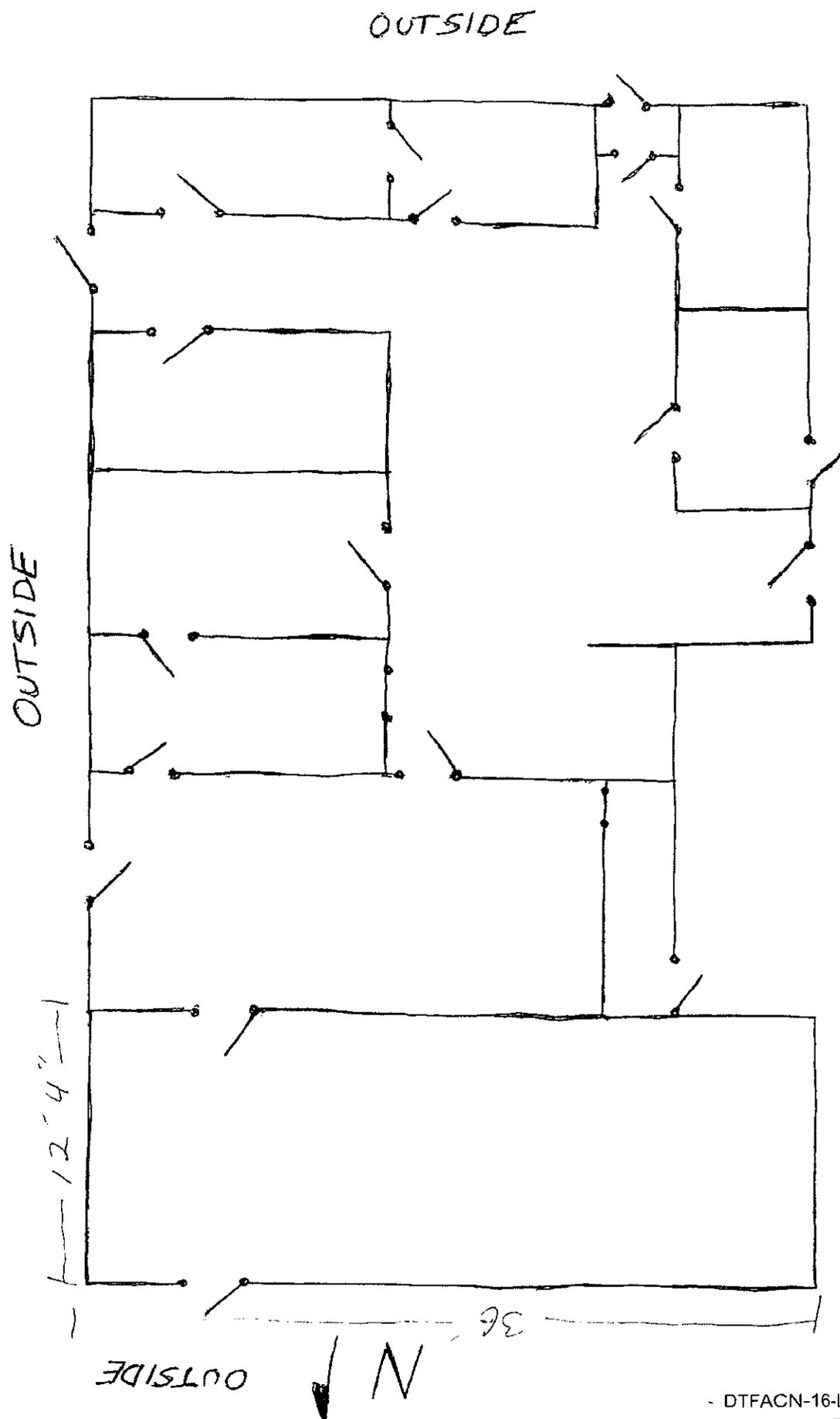
I, _____ certify that I am the _____ (title) of the City of Emporia named in the foregoing agreement; and that Robert F. Gilligan, who signed said agreement on behalf of the City of Emporia was then Mayor of the City of Emporia; that said agreement was duly signed for and on behalf of the City of Emporia by authority of its governing body, and is within the scope of its powers.

Signed _____

Seal of Authority

(The individual signing this certificate and the individual signing the lease cannot be the same person.)

Emporia Airport "Hangar Lobby"



AGENDA ITEM SUMMARY

MEETING DATE: August 17, 2016

ITEM NUMBER: 4

SUBJECT: Public Comment

RECOMMENDATION:

BACKGROUND SUMMARY:

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____
GEITZ _____ GIEFER _____ GILLIGAN _____ HARMON _____ MLYNAR _____

AGENDA ITEM SUMMARY

MEETING DATE: August 17, 2016

ITEM NUMBER: 5

SUBJECT: Budget Hearing for Accepting the 2017 Budget

RECOMMENDATION: Accept 2017 Budget

BACKGROUND SUMMARY:

The agenda item that follows is the final step in adopting the 2017 budget. The budget as proposed is in the total amount of \$43,403,734 encompassing 14 Funds, and the General Fund budget is \$19,867,434, both numbers excluding the unallocated expenses in the General Fund (see below). The total budget is up \$846,048 or 1.95% from 2016 and the General Fund is up \$824,863 from 2016 or 4.15%. Annual budgets are subject to fluctuations such as those between FY16 and 17 due to capital projects, state and federal mandates and special projects.

The overall mil rate is up 1%, with the ad valorem tax increased for the General Fund by 3.742 mils and decreased by 2.742 in the Bond and Interest Fund.

The City is maintaining all existing programs and adding a 3rd ambulance and staff. Expenses for the City Commission's 2-year goal setting that are in the budget include, continuing the 5-year financial planning process and economic development funds to support 3 local entities.

The General Fund budget has continued funding for a long-term replacement program on several types of equipment, including portable and mobile radios and emergency equipment for the Fire Department including defibrillators. Capital projects funded from the Multi-Year fund include ongoing street rehabilitation, civic building improvements and public works building roof. The Multi-Year fund will make improvements ranging from improving the holding pens and sidewalks at the zoo to ADA improvements at the Civic Auditorium. Funding for capital expenses in the 2017 budget within the General and Multi-Year funds totals \$2,923,900. No changes in water and solid waste rates are anticipated for 2017 but the City will begin to review sewer rates in September or October. Capital expenses in our Water and Sewer funds, such as for water main repairs, replacement of Lift Station #9, as well as the design phase of the Waste Water Treatment Plant improvements, will total over \$2 million in 2017. Lastly, employees are scheduled to receive a 2.5% MERIT/COLA raise next year.

The attached budget includes two pages for the General Fund. The official adopted budget is required by State law to have a maximum cash carryover of 5% of eligible expenses, so staff added unallocated expenses to the General Fund budget. The amount for the 2017FY is \$1,672,915.

The City Manager's office would like to thank all of our Department heads and other employees who assisted in the preparation of the 2017 budget and in particular our City Treasurer Janet Harrouff. Working for the common good does produce positive results and we believe the 2017 budget will contribute substantially to the continued vibrancy of our community.

Upon adoption of the budget by motion and second, staff will prepare a bound copy for the Commissioners and Departments that includes all of the detail pages.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____
GEITZ _____ GIEFER _____ GILLIGAN _____ HARMON _____ MLYNAR _____

2017 Budget

8/11/16 2:15 PM

Revenue Detail and Expenditure Summary**GENERAL FUND**

	Preceding Year 2013 (Actual)	Preceding Year 2014 (Actual)	Preceding Year 2015 (Actual)	Estimated Budget 2016	Proposed Budget 2017
Beginning Cash Balance	\$3,163,722	\$3,335,275	\$3,540,316	\$3,581,569	\$3,064,010
REVENUE					
Ad Valorem Property Tax	\$2,776,945	\$3,133,583	\$2,749,600	\$3,015,681	\$3,577,663
Taxes	\$9,467,089	\$9,723,121	\$9,966,951	\$10,002,822	\$10,154,423
Intergovernmental Taxes	\$561,604	\$589,108	\$210,540	\$207,421	\$204,421
Licenses & Permits	\$137,190	\$180,349	\$158,859	\$132,225	\$132,000
Charges for Services	\$1,940,752	\$2,007,742	\$2,044,367	\$2,182,337	\$2,364,022
Fines & Fees	\$693,487	\$742,888	\$614,258	\$588,600	\$589,100
Use of Property and Money	\$148,822	\$144,384	\$146,487	\$146,843	\$146,800
Reimbursements	\$180,062	\$151,007	\$258,965	\$158,792	\$157,811
Misc. Rev. - Administrative Transfers 17%	\$2,052,165	\$2,073,354	\$2,382,980	\$2,159,351	\$2,139,270
Transfer from Solid Waste Fund	\$495,739				
Transfer from Health Insurance Fund	\$152,030	\$0			
Operating Revenues	\$139,389	\$51,544	\$84,464	\$26,460	\$4,200
Nonoperating Revenues	\$0	\$43,099			
TOTAL RECEIPTS	\$18,745,274	\$18,840,179	\$18,617,472	\$18,620,532	\$19,469,710
EXPENDITURES					
Personnel Services	\$10,715,404	\$11,032,357	\$10,841,372	\$10,809,994	\$11,892,879
Vacancy Rate	\$0	\$0	\$0	(\$304,557)	(\$330,711)
Maintenance & Repair	\$666,091	\$623,262	\$586,855	\$692,400	\$685,400
Commodities	\$1,286,005	\$1,247,222	\$1,090,641	\$1,347,530	\$1,389,459
Other Charges	\$221,296	\$349,657	\$655,593	\$587,978	\$537,920
Capital Outlay	\$480,953	\$324,127	\$295,966	\$661,466	\$655,900
Debt Reduction	\$10,970		\$0	\$0	\$0
Stock	(\$6,981)	(\$3,619)	(\$428)	\$0	\$0
Transfer to Industrial Development Sales Tax	\$638,944	\$675,625	\$892,820	\$958,947	\$900,000
Transfer to Multi Year Fund	\$2,428,145	\$2,211,474	\$2,309,182	\$2,309,182	\$2,332,274
Transfer to Project accounts	\$134	\$50,071	\$90,061	\$40,000	\$40,000
Transfer to Library Fund					
Transfer to Library Employee Benefit fund	\$0				
Transfer to B&I for Aquatic Center payment	\$420,375	\$435,750			
Transfer to B&I for Hanger payment	\$49,027	\$49,027	\$49,027	\$123,027	\$49,027
Utilities	\$431,199	\$495,824	\$480,412	\$499,726	\$498,252
Communications	\$97,053	\$77,485	\$85,212	\$99,938	\$99,926
Training and Travel	\$131,832	\$139,879	\$181,015	\$165,850	\$187,150
Jail Expenses	\$63,934	\$58,460	\$55,372	\$75,000	\$75,000
Other Contractual	\$679,594	\$717,200	\$946,478	\$1,071,610	\$854,958
Excess Carryover	\$0	\$0			\$0
TOTAL EXPENDITURES	\$18,313,975	\$18,483,800	\$18,559,577	\$19,138,091	\$19,867,434
Revenue less expenses	\$431,299	\$356,379	\$57,895	(\$517,559)	(\$397,724)
Cash Basis Adjustments/Non-appropriated Balance	(\$259,746)	(\$151,338)	(\$16,642)	\$0	\$0
Ending Cash Balance	\$3,335,275	\$3,540,316	\$3,581,569	\$3,064,010	\$2,666,286
Base for Reserve calculation	\$14,296,397	\$14,737,726	\$14,922,522	\$15,045,469	\$15,890,233
15% Reserve	\$2,144,460	\$2,210,659	\$2,238,378	\$2,256,820	\$2,383,535
Amount over 15% Reserve	\$1,190,815	\$1,329,657	\$1,343,191	\$807,190	\$282,751
Percentage	23.33%	24.02%	24.00%	20.37%	16.78%

Revenue items

Assessed Valuation 1% in 2017

AdValorem reflects change in B&I for additional bonded items

Sales Tax 0% increase in 2016, 1% increase each year after

Multi Year Tax 0% increase in 2016, 1% increase each year after

Electric franchise fee 1% inc in 2016, 2% increase each year after

Admin fee capped at 2016 collections for sewer only

1 mil increase in 2017

Only \$900,000 transferred to Ind Dev Sales Tax fund in 2017,

Expense Items

Personnel services includes a 2.5% merit pay increase

6 new fire personnel 2017

1 new billing clerk 3rd qtr 2016

Purchase additional Ambulance in 2017 \$250,000

\$125,000 for ESU Foundation (Scholarships) in 2016 and 2017

Allocating \$130,000 for 4 years to fund 27th pay period in 2021

Comprehensive plan \$20,000

Animal Shelter request a 8% inc (\$102,600) rather than the 3%(\$97,850) in the contract 3% in this budget

Main Street \$100,000 for 2017 received \$88,000 in 2016 \$44,000 in this budget

\$22,000 fire protective gear

\$50,000 in PEP demolitions

\$30,000 in forced demolitions

Department	Year	Description	Amount	Years to Bond	Funding Source	Account Number
Zoo	2016	Kawasaki Mule	\$18,000		General Fund	101-0806-400.0504
Airport	2016	North Hanger Windows	\$59,000		General Fund	101-1401-400.0502
Airport	2016	South Hanger Windows	\$47,000		General Fund	101-1401-400.0502
Airport	2016	Four Unit "T" Hanger Repairs	\$15,000		General Fund	101-1401-400.0502
Airport	2016	Replace Underground Storage Tank (UST) Fuel Monitor	\$11,500		General Fund	101-1401-400.0505
EMS	2016	Multi-purpose pick-up/puller unit	\$45,000		General Fund	101-0302-400.0504
EMS	2016	Monitor/Defibrillator	\$40,000		General Fund	101-0302-400.0505
EMS	2016	Stryker Power Cot	\$18,000		General Fund	101-0302-400.0505
EMS	2016	Training Manikins	\$13,000		General Fund	101-0302-400.0505
EMS	2016	Communications Equipment	\$15,500		General Fund	101-0302-400.0505
Engineering	2016	MS4 Phase II & NPDES Permitting	\$35,000		General Fund	101-0501-400.0505
Fire	2016	Communications Equipment	\$15,500		General Fund	101-0301-400.0505
Fire	2016	SCBA Pressurized Cylinder	\$15,000		General Fund	101-0301-400.0505
Fire	2016	Extrication Equipment	\$12,500		General Fund	101-0301-400.0505
Fire	2016	Heavy Duty Washer - Grant received for \$20,000			General Fund	
Fire	2016	Command SUV	\$40,000		General Fund	101-0301-400.0504
Golf Course	2016	3/4 ton truck with dump bed (Receive old one from city Shop #301)	\$0		General Fund	
Golf Course	2016	Turf Truckster with Hydraulics (use old one for a range picker)	\$17,866		General Fund	101-0701-400.0504
Library	2016	Repair Dumbwaiter - moves books from one floor to another floor	\$30,000		General Fund	101-0902-400.0502
Police	2016	1 outdoor warning siren	\$37,500		General Fund	101-0201-400.0505
Police	2016	3 Patrol Vehicles	\$116,700		General Fund	101-0201-400.0504
Police	2016	3 mobile data terminals & 3 video cameras	\$30,900		General Fund	101-0201-400.0505
Police	2016	15 portable radios	\$28,500		General Fund	101-0201-400.0505
Vehicle Maintenance	2016	Receive #414 from Water/Sewer distribution	\$0		General Fund	
			\$661,466			
Civic Building	2017	Grass hopper mower	\$13,000		General Fund	101-0904-400.0504
EMS	2017	Monitor/Defibrillator	\$40,000		General Fund	101-0302-400.0505
EMS	2017	Communications Equipment	\$15,500		General Fund	101-0302-400.0505
EMS	2017	Ambulance	\$250,000		General Fund	101-0302-400.0504
Fire	2017	Communications Equipment	\$15,500		General Fund	101-0301-400.0505
Fire	2017	SCBA Pressurized Cylinder	\$15,000		General Fund	101-0301-400.0505
Fire	2017	Tech Rescue Equipment	\$15,000		General Fund	101-0301-400.0505
Fire	2017	Extrication Equipment	\$50,000		General Fund	101-0301-400.0505
Fire	2017	Heavy Duty Dryer - Grant received for \$20,000			General Fund	
Police	2017	3 Patrol Vehicles	\$123,800		General Fund	101-0201-400.0504
Police	2017	4 mobile data terminals & 4 video cameras	\$42,400		General Fund	101-0201-400.0505
Police	2017	20 rifle and shotgun light systems	\$17,200		General Fund	101-0201-400.0505
Police	2017	10 portable radios & 8 Tasers	\$38,500		General Fund	101-0201-400.0505
Shop	2017	Light Duty Vehicle Lift-New	\$20,000		General Fund	101-1101-400.0509
			\$655,900			

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Revenue Detail and Expenditure Summary**Multi Year Fund**

	Preceding Year 2012 (Actual)	Preceding Year 2013 (Actual)	Preceding Year 2014 (Actual)	Preceding Year 2015 (Actual)	Estimated Budget 2016	Proposed Budget 2017
Beginning cash balance	\$998,905	\$1,090,064	\$664,658	\$844,430	\$338,269	\$95,451
Revenue						
Sales Tax	\$2,401,821	\$2,428,145	\$2,211,474	\$2,309,182	\$2,309,182	\$2,332,274
Interest	\$1,196	\$1,233	\$883	\$1,062	\$2,000	\$2,000
Misc revenue	\$11,455		\$0			
Accounts Receivable	\$1,930	\$1,739	\$9,793	(\$2,931)		
TOTAL RECEIPTS	\$2,416,402	\$2,431,118	\$2,222,150	\$2,307,313	\$2,311,182	\$2,334,274
EXPENDITURES						
Projects	\$2,325,243	\$2,856,524	\$2,042,378	\$2,813,474	\$2,554,000	\$2,268,000
Special Projects						\$161,725
TOTAL EXPENDITURES	\$2,325,243	\$2,856,524	\$2,042,378	\$2,813,474	\$2,554,000	\$2,429,725
Revenue less Expenses	\$91,159	(\$425,406)	\$179,772	(\$506,161)	(\$242,818)	(\$95,451)
Ending Cash Balance	\$1,090,064	\$664,658	\$844,430	\$338,269	\$95,451	(\$0)

Revenue

Sales tax increased 0% in 2016, 1% each year after

Civic Building	2016	Siemens Fire Alarm System	\$100,000	Multi year	102-0901-400.0505
Park	2016	Hammond Park playground	\$75,000	Multi-year	102-0801-400.0801
Airport	2016	Update Master Plan - Phase II (FAA 90/10 Match)	\$20,000	Multi-year	102-1401-400.0801
Civic Building	2016	Replace handrails on North & Police	\$16,000	Multi-Year	102-0901-400.0502
Civic Building	2016	Tuck point Civic Auditorium + Library + Museum	\$150,000	Multi-year	102-0901-400.0502
Civic Building	2016	Replace potable hot water lines thru building	\$30,000	Multi-Year	102-0901-400.0502
Civic Building	2016	Remodel Little Theater Kitchen & Pantry area	\$26,000	Multi-Year	102-0901-400.0502
Civic Building	2016	Replace steam lines	\$25,000	Multi-Year	102-0901-400.0502
Civic Building	2016	East Main Air handling Unit replacement	\$0	Multi-Year	102-0901-400.0502
Civic Building	2016	Civic building steam to hot water heat exchanger	\$13,500	Multi-Year	102-0901-400.0502
Civic Building	2016	Sewer lift station - police department	\$30,000	Multi-Year	102-0901-400.0502
Engineering	2016	5th and Chestnut Storm water	\$43,854	Multi-Year	102-0101-400.0505
Engineering	2016	Merchant St. & Railroad crossing	\$113,000	Multi-Year	102-0101-400.0505
Engineering	2016	Becker Drainage Evaluation	\$0	Multi-Year	102-0101-400.0505
Engineering	2016	Sharrows & Bike Signs Merchant	\$25,000	Multi year	102-0101-400.0505
Engineering	2016	Downtown Speaker System	\$30,000	Multi-Year	102-0101-400.0505
Engineering	2016	LED Downtown decorative lights	\$150,000	Multi-Year	102-0101-400.0505
Engineering	2016	Holiday Drive at 18th Ave, subject to flooding	\$200,000	Multi-Year	102-0101-400.0505
Engineering	2016	Traffic Signal Upgrades	\$160,000	Multi-Year	102-0601-400.0505
Engineering	2016	Hazardous Sidewalks	\$60,000	Multi-Year	102-0601-400.0257
Engineering	2016	KLINK	\$250,000	Multi-Year	102-0601-400.1516
Engineering	2016	Street Rehabilitation	\$500,000	Multi-Year	102-0601-400.1516
Engineering	2016	Miscellaneous Street Repairs	\$43,146	Multi-Year	102-0601-400.1516
Engineering	2016	Replace Traffic Signal at 7th Ave and Merchant	\$87,000	Multi-Year	102-0601-400.1516
Engineering	2016	Reopen Prairie Street Underpass	\$42,500	Multi-Year	102-0601-400.1516
Park	2016	Replace Old Signs	\$30,000	Multi-Year	102-0804-400.0505
Street	2016	Slurry Seal	\$200,000	Multi-Year	102-0601-400.1516
Library	2016	Library 2nd floor carpet replacement	\$11,000	Multi-Year	102-0902-400.0502
Zoo	2016	Lemur Exhibit	\$73,000	Multi-Year	102-0806-400.0505
Zoo	2016	Zoo Accreditation-repairs and replacements (Vet building improvements)	\$50,000	Multi Year	102-0806-400.0505
			\$2,554,000		
Airport	2017	Gutter & Roof Repair/Replacement- North and South Towers	\$100,000	Multi-Year	102-1401-400.0502
Civic Building	2017	Elevator controls	\$34,000	Multi-Year	102-0901-400.0505
Civic Building	2017	Replace windows in Auditorium	\$30,000	Multi-Year	102-0901-400.0502
Civic Building	2017	Replace steam lines	\$25,000	Multi-Year	102-0901-400.0502
Civic Building	2017	ADA Improvements	\$100,000	Multi-Year	102-0901-400.0505
Engineering	2017	Parking Lot 600 Block Mechanic	\$122,500	Multi-Year	102-0601-400.1516
Engineering	2017	Repair streets for project not foreseen	\$100,000	Multi-Year	102-0601-400.1516
Engineering	2017	Sharrows & Bike Signs Prairie St (South Ave - 24th)	\$22,500	Multi-Year	102-0601-400.1516
Engineering	2017	Sidewalk South Ave (Commercial - Carter)	\$47,500	Multi-Year	102-0601-400.1516
Engineering	2017	Pavement Marking Rehabilitation	\$60,000	Multi-Year	102-0601-400.1516
Engineering	2017	Miscellaneous Storm water Repairs-Repair existing drainage structures	\$100,000	Multi-Year	102-0101-400.0265
Engineering	2017	Street Rehabilitation	\$500,000	Multi-Year	102-0601-400.1516
Engineering	2017	Hazardous Sidewalk Program	\$75,000	Multi-Year	102-0601-400.0257
Engineering	2017	KLINK Program	\$250,000	Multi-Year	102-0601-400.1516
Engineering	2017	Hatcher Street	\$50,000	Multi-Year	102-0601-400.1516
Golf Course	2017	Driving Range Artificial Turf Tee Line and Conversion with Zoysia Sod	\$25,000	Multi-Year	102-0701-400.0505
Golf Course	2017	Master Plan Design of Golf Course, Range, Building	\$75,000	Multi-Year	102-0701-400.0505
Public Works	2017	Public Works Center and Solid Waste Building Repair and Sealing	\$190,000	Multi-Year	102-0101-400.0502
Zoo	2017	"B" Holding Pens	\$25,000	Multi-Year	102-0806-400.0502

102-0806-400.0502
 102-0806-400.0505
 102-0902-400.0502
 102-0201-400.0505
 102-0601-400.1516

Zoo	2017	Zoo Barn Floor	\$35,000	Multi-Year	102-0806-400.0502
Zoo	2017	Sidewalk Repair	\$50,000	Multi-Year	102-0806-400.0505
Library	2017	Atrium window replacement	\$14,000	Multi-Year	102-0902-400.0502
Police	2017	1 outdoor warning siren	\$37,500	Multi-Year	102-0201-400.0505
Street	2017	Slurry Seal	\$200,000	Multi-Year	102-0601-400.1516
			\$2,268,000		

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Revenue Detail and Expenditure Summary**LIBRARY FUND**

	2011 (Actual)	2012 (Actual)	2013 (Actual)	2014 (Actual)	2015 (Actual)	Estimated Budget 2016	Proposed Budget 2017
Beginning Cash Balance	\$21,743	\$18,268	\$0	\$0	\$4,461	\$14,329	\$0
REVENUE							
Ad Valorem Property Tax	\$551,315	\$545,091	\$551,690	\$561,023	\$566,472	\$713,949	\$719,415
Back Tax Collection	\$21,834	\$13,024	\$10,145	\$15,770	\$12,700	\$20,000	\$15,000
Motor Vehicle Tax	\$72,986	\$73,519	\$66,249	\$74,437	\$71,301	\$73,224	\$85,023
Recreational Vehicle Tax	\$1,023	\$641	\$565	\$591	\$591	\$590	\$727
AdValorem Tax Reduction	\$0	(\$4,226)	(\$5,638)	(\$6,189)	(\$6,603)	(\$7,700)	(\$7,900)
General Fund Contribution	\$0	\$4,094	\$0				
TOTAL RECEIPTS	\$647,158	\$632,143	\$623,011	\$645,632	\$644,461	\$800,063	\$812,265
EXPENDITURES							
Insurance Refund	(\$124)	(\$131)					
Misc Projects							
Additional money due to state funding	\$8,760	\$0					
Appropriation	\$641,997	\$650,542	\$623,011	\$641,171	\$634,593	\$814,392	\$812,265
TOTAL EXPENDITURES	\$650,633	\$650,411	\$623,011	\$641,171	\$634,593	\$814,392	\$812,265
Ending Cash Balance	\$18,268	\$0	\$0	\$4,461	\$14,329	\$0	\$0
Ad Valorem Tax in 2016	\$147,206	\$736,030					
Ad Valorem Tax in 2017	\$148,333	\$741,665					
Ad Valorem Tax in 2018	\$149,816	\$749,082					
Ad Valorem Tax in 2019	\$151,314	\$756,572					
Ad Valorem Tax in 2020	\$152,828	\$764,138					
Ad Valorem Tax in 2021	\$154,356	\$771,780					

Change to 5 mils in 2016

2017 Budget**Revenue Detail and Expenditure Summary****CONVENTION & TOURISM FUND**

	2012 (Actual)	2013 (Actual)	2014 (Actual)	2015 (Actual)	Estimated Budget 2016	Proposed Budget 2017
Beginning Cash Balance	\$35,468	\$42,498	\$144,451	\$98,541	\$290,643	\$232,143
REVENUE						
Transient Guest Tax	\$400,997	\$503,824	\$393,504	\$576,046	\$450,000	\$450,000
Interest on Investment	\$33	\$68	\$86	\$103	\$250	\$250
Misc	\$0			\$52,203		
TOTAL RECEIPTS	\$401,030	\$503,892	\$393,590	\$628,352	\$450,250	\$450,250
EXPENDITURES						
CVB Appropriation	\$375,000	\$375,000	\$375,000	\$358,750	\$358,750	\$358,750
Trusler Sports Complex	\$0	\$19,644	\$0	\$0	\$0	\$0
Mobile App	\$5,000					
Red Rock's Appropriation	\$0		\$5,000	\$7,500	\$10,000	\$10,000
ESU Welch Stadium					\$50,000	\$50,000
Main Street Historical District	\$10,000					\$44,000
Emporia Main Street						
Emporia Arts Council Bldg Campaign	\$4,000					
Emporia Arts Council Support	\$0	\$5,000	\$5,000	\$5,000	\$10,000	\$10,000
Emporia Granada					\$10,000	\$10,000
Event Appropriations	\$0			\$55,000	\$55,000	\$40,000
World Disc Golf Championship					\$5,000	
Municipal Band Appropriation			\$7,500	\$10,000	\$10,000	\$10,000
Municipal Band Capital Purchase			\$7,500			
National Teacher's Hall of Fame			\$20,000			
Historical Society Building Imp			\$19,500			
Miscellaneous	\$0	\$2,294	\$0			
Special Projects	\$0					\$149,643
TOTAL EXPENDITURES	\$394,000	\$401,939	\$439,500	\$436,250	\$508,750	\$682,393
Ending Cash Balance	\$42,498	\$144,451	\$98,541	\$290,643	\$232,143	\$0
Transient Guest Tax Receipts	2011	2012	2013	2014	2015	2016
1ST QUARTER-JANUARY	\$78,481.63	\$95,181.19	\$90,257.83	\$107,721.45	\$116,354.07	\$107,033.38
2ND QUARTER-APRIL	\$79,779.22	\$76,643.11	\$111,624.74	\$74,760.74	\$124,894.85	\$106,085.15
3RD QUARTER-JULY	\$129,183.63	\$110,201.63	\$163,920.59	\$108,008.95	\$181,655.47	\$141,335.98
4TH QUARTER-OCTOBER	\$105,094.99	\$118,971.15	\$138,020.60	\$103,012.54	\$153,141.85	
TOTAL	\$392,539.47	\$400,997.08	\$503,823.76	\$393,503.68	\$576,046.24	\$354,454.51
		\$12,000 in late pmts	\$48000 in late pmts		\$25,000 in late pmts	

Increased 2016 transient guest tax revenue by \$30,000

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Revenue Detail and Expenditure Summary**INDUSTRIAL FUND**

	2011 (Actual)	2012 (Actual)	2013 (Actual)	2014 (Actual)	2015 (Actual)	Estimated Budget 2016	Proposed Budget 2017
Beginning Cash Balance	\$69,697	\$68,965	\$36,247	\$33,668	\$34,689	\$35,967	\$35,988
REVENUE							
Ad Valorem Property Tax	\$988	\$960	\$966	\$1,122	\$1,133	\$1,000	\$1,000
Back Tax Collections	\$39	\$24	\$18	\$28	\$24	\$32	\$21
Motor Vehicle Tax	\$129	\$128	\$117	\$132	\$144	\$130	\$119
Ad Valorem Tax Reduction	\$0	(\$7)	(\$10)	(\$12)	(\$13)	(\$13)	(\$13)
Interest on Investment	\$79	\$53	\$27	\$21	\$26	\$50	\$50
Miscellaneous							
TOTAL RECEIPTS	\$1,235	\$1,158	\$1,118	\$1,291	\$1,314	\$1,199	\$1,177
EXPENDITURES							
Industrial Promotion	\$0						
Dues & Subscriptions	\$0	\$0					
Travel Expense & Miscellaneous	\$1,967	\$3,876	\$3,697	\$270	\$36	\$1,178	\$1,180
RDA Appropriation	\$0	\$0					
Contractual Services	\$0	\$30,000					
Special Projects and Reserve Funds		\$0					\$35,985
TOTAL EXPENDITURES	\$1,967	\$33,876	\$3,697	\$270	\$36	\$1,178	\$37,165
Ending Cash Balance	\$68,965	\$36,247	\$33,668	\$34,689	\$35,967	\$35,988	\$0

City of Emporia, Kansas
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Revenue Detail and Expenditure Summary

Industrial Development Sales Tax

	2012	2013	2014	2015	Estimated	2017	2018	2019	2020	2021
	BUDGET	BUDGET	BUDGET	BUDGET	Budget	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	2016	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Beginning Cash Balance	\$512,750	\$412,687	\$549,019	\$716,857	\$574,164	\$155,462	\$0	\$130,525	\$261,049	\$663,849
Revenue:										
Sales Tax Receipts	\$606,318	\$638,944	\$675,625	\$892,820	\$958,947	\$900,000	\$900,000	\$900,000	\$900,000	\$900,000
Interest Income	\$306	\$382	\$401	\$427	\$600	\$600	\$600	\$600	\$600	\$600
REG Repayment	\$40,200	\$40,200	\$40,200	\$40,200	\$40,200	\$40,200	\$40,200	\$40,200	\$40,200	\$40,200
Kansas Gas Rebate - REG	\$100,403	\$103,467	\$112,659	\$112,659	\$72,827					
RDA returned money				\$16,799						
Total Revenue	\$747,227	\$782,993	\$828,885	\$1,062,905	\$1,072,574	\$940,800	\$940,800	\$940,800	\$940,800	\$940,800
Expense:										
Appropriation to the RDA	\$310,000	\$305,000	\$315,000	\$338,000	\$338,000	\$338,000	\$338,000	\$338,000	\$338,000	\$338,000
Trf to TIF Fund										
Special Projects										
Emporia Enterprises	\$65,000	\$65,000	\$65,000	\$168,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Miscellaneous	\$15	\$4,385	\$8,772		\$13,000					
Bond Council				\$30,473						
Detroit Diesel Drainage				\$63,850	\$68,000					
Land Purchase for Industry				\$283,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000
Warren Way				\$0	\$500,000					
Underground Conduit Valu-net				\$50,000						
Transfer to Waste Water Fund										
Misc Improvements			\$0		\$100,000	\$145,986				
Birch Parking Lot		\$0		\$0	\$140,000					
Gas Line Bond Pmt	\$86,936	\$86,936	\$86,936	\$86,936	\$86,936	\$86,936	\$86,936	\$86,936	\$86,936	\$86,936
Land Purchase Bond Pmt	\$185,339	\$185,339	\$185,339	\$185,339	\$185,339	\$185,339	\$185,339	\$185,339	\$185,339	\$185,339
Total Expenses	\$647,291	\$646,661	\$661,048	\$1,205,598	\$1,491,276	\$1,096,262	\$810,276	\$810,276	\$538,000	\$538,000
Ending Cash Balance	\$412,687	\$549,019	\$716,857	\$574,164	\$155,462	\$0	\$130,525	\$261,049	\$663,849	\$1,066,649

Flat lined sales tax receipts to \$900,000 each year

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Revenue Detail and Expenditure Summary**SPECIAL ALCOHOL FUND**

	Preceding Year 2012 Actual	Preceding Year 2013 Actual	Preceding Year 2014 Actual	Preceding Year 2015 Actual	Estimated Budget 2016	Proposed Budget 2017
Beginning Cash Balance	\$50,603	\$30,830	\$13,469	\$30,170	\$42,985	\$52,660
REVENUE						
Private Club Liquor Tax	\$63,348	\$68,028	\$79,163	\$89,037	\$80,000	\$80,000
Interest on Investment	\$29	\$12	\$13	\$29	\$75	\$75
TOTAL RECEIPTS	\$63,377	\$68,039	\$79,175	\$89,066	\$80,075	\$80,075
EXPENDITURES						
Appropriations	\$83,150	\$85,400	\$62,475	\$76,250	\$70,400	\$70,400
Other Charges	\$0					
Special Projects						\$62,335
TOTAL EXPENDITURES	\$83,150	\$85,400	\$62,475	\$76,250	\$70,400	\$132,735
Ending Cash Balance	\$30,830	\$13,469	\$30,170	\$42,985	\$52,660	\$0

	Received in 2012	Received in 2013	Received in 2014	Received in 2015	Receive in 2016	Requested for 2017
Appropriations						
Mental Health Center	\$17,750	\$20,000	\$12,600	\$20,000	\$20,000	\$20,000
Corner House	\$40,000	\$40,000	\$31,675	\$45,000	\$45,000	\$55,000
Emporia State University	\$5,400	\$5,400	\$5,400		\$5,400	\$5,400
USD #253	\$20,000	\$20,000	\$12,800			
Total	\$83,150.00	\$85,400.00	\$62,475.00	\$65,000.00	\$70,400	\$80,400

Receipts	2011	2012	2013	2014	2015	2016
1ST QUARTER - MARCH	\$19,127.89	\$16,053.07	\$14,750.30	\$18,150.11	\$21,666.30	\$20,092.22
2ND QUARTER - JUNE	\$28,089.86	\$16,656.61	\$15,740.67	\$19,656.80	\$19,528.53	\$23,366.16
3RD QUARTER - SEPTEMBER	\$17,981.97	\$16,339.93	\$19,751.07	\$23,536.86	\$25,240.87	
4TH QUARTER - DECEMBER	\$16,415.52	\$14,298.37	\$17,785.48	\$17,818.82	\$22,600.91	
TOTAL	\$81,615.24	\$63,347.98	\$68,027.52	\$79,162.59	\$89,036.61	\$43,458.38

In 2015 the ESU appropriation was paid from General Fund. The 2016 request has been moved back into Special Alcohol fund.

2017 Budget**Revenue Detail and Expenditure Summary****SPECIAL PARKS & RECREATION**

	Preceding Year 2011 (Actual)	Preceding Year 2012 (Actual)	Preceding Year 2013 (Actual)	Preceding Year 2014 (Actual)	Preceding Year 2015 (Actual)	Estimated Budget 2016	Proposed Budget 2017
Beginning Cash Balance	\$154,776	\$202,778	\$248,500	\$323,107	\$387,317	\$274,112	\$141,048
REVENUE							
Private Club Liquor Tax	\$81,615	\$63,348	\$68,028	\$79,163	\$89,037	\$80,000	\$80,000
Donations & Grants	\$1,500	\$1,500	\$1,500	\$1,200	\$1,200	\$0	\$0
Lake Kahola Proceeds	\$52,500	\$0	\$0	\$0	\$0	\$0	\$0
Trf of Internal Funds for Lake Kahola	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest on Investment	\$218	\$191	\$221	\$217	\$276	\$350	\$350
TOTAL RECEIPTS	\$135,833	\$65,039	\$69,748	\$80,580	\$90,513	\$80,350	\$80,350
EXPENDITURES							
Personnel Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Vacancy Rate				\$0	\$0	\$0	\$0
Maintenance & Repair	\$0	\$0	\$0	\$0	\$2,500	\$0	\$0
Commodities	\$0		\$0	\$3,843	\$899	\$0	\$0
Capital Outlay	\$14,689	\$14,459	-\$4,859	\$7,669	\$0	\$213,414	\$25,000
Contractual Services	\$12,142	\$4,858	\$0	\$4,858	\$60,319	\$0	\$0
Transfer to Project Accounts	\$61,000	\$0	\$0	\$0	\$140,000	\$0	\$0
Special Projects				\$0	\$0	\$0	\$196,398
TOTAL EXPENDITURES	\$87,831	\$19,317	-\$4,859	\$16,370	\$203,718	\$213,414	\$221,398
Ending Cash Balance	\$202,778	\$248,500	\$323,107	\$387,317	\$274,112	\$141,048	\$0
Receipts							
	2010	2011	2012	2013	2014	2015	2016
1ST QUARTER - MARCH	\$19,432	\$19,128	\$16,053	\$14,750	\$18,150	\$21,666	\$20,092
2ND QUARTER - JUNE	\$20,986	\$28,090	\$16,657	\$15,741	\$19,657	\$19,529	\$23,366
3RD QUARTER - SEPTEMBER	\$16,730	\$17,982	\$16,340	\$19,751	\$23,537	\$25,241	
4TH QUARTER - DECEMBER	\$15,356	\$16,416	\$14,298	\$17,785	\$17,819	\$22,601	
TOTAL	\$72,504	\$81,615	\$63,348	\$68,028	\$79,163	\$89,037	\$43,458

Golf Course	2016	2 Greens Mowers		\$56,800	Special Park	207-0000-400.0505
Park	2016	Hammond Park Playground		\$75,000	Special Park	207-0000-400.0505
Park	2016	11 Foot Rotary Mower (2)		\$81,614	Special Park	207-0000-400.0505
				\$213,414		
Golf Course	2017	72" Rotary Mower		\$25,000	Special Park	207-0000-400.0505
				\$25,000		
Park	2017	Spray Park @ Peter Pan Park		\$175,000	Kahola/Jones Grant	
Park	2016	Veterans Memorial *funding may be moved to Special Park or General fund		\$0	Multi Year	
				\$0		

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Revenue Detail and Expenditure Summary**SPECIAL STREET FUND**

	Preceding Year 2011 (Actual)	Preceding Year 2012 (Actual)	Preceding Year 2013 (Actual)	Preceding Year 2014 (Actual)	Preceding Year 2015 (Actual)	Estimated Budget 2016	Proposed Budget 2017
Beginning Cash Balance	\$135,695	\$152,180	\$213,510	\$205,343	\$281,015	\$424,610	\$386,651
REVENUE							
Gasoline Tax	\$649,585	\$646,213	\$629,048	\$643,923	\$648,226	\$648,130	\$650,000
Special City-County Tax	\$77,372	\$74,404	\$73,011	\$74,007	\$75,799	\$74,000	\$74,000
Damages- Storm	\$0	\$0		\$706	\$37,456		
Interest on Investment	\$228	\$196	\$203	\$200	\$326	\$800	\$800
Transfer of Funds	\$3,681	\$6,968	\$4,509				
Sale of Salvage			\$2,054	\$60	\$233		
Miscellaneous	\$7,058	\$6,206	\$4,588	\$13,027	\$547	\$0	\$0
TOTAL RECEIPTS	\$737,923	\$733,987	\$713,413	\$731,923	\$762,587	\$722,930	\$724,800
EXPENDITURES							
Personnel Services	\$364,540	\$369,997	\$383,626	\$370,495	\$390,641	\$408,213	\$425,253
Vacancy			\$0	\$0	\$0	(\$11,648)	(\$12,012)
Maintenance & Repair	\$46,896	\$48,115	\$34,475	\$47,347	\$65,255	\$70,319	\$61,980
Commodities	\$111,565	\$109,184	\$110,484	\$90,030	\$92,501	\$111,680	\$114,615
Other Charges	\$37,390	\$29,945	\$31,084	\$27,561	\$28,667	\$33,375	\$34,000
Capital Outlay	\$0	\$0	\$13,241	\$22,875	\$0	\$90,000	\$38,000
Debt Redemption	\$0	\$71,937	\$71,400	\$0	\$0	\$0	\$0
Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Utilities	\$30,591	\$32,788	\$28,997	\$33,677	\$29,121	\$33,150	\$34,225
Communications	\$1,154	\$1,069	\$206	\$396	\$532	\$2,625	\$2,775
Training & Travel	\$1,638	\$272	\$122	\$253	\$989	\$3,800	\$3,800
Contractual Services	\$17,327	\$9,350	\$11,446	\$27,782	\$11,286	\$19,375	\$41,050
Administrative Fees	\$109,044	\$0	\$35,103	\$35,896	\$0	\$0	\$0
Special Project							\$367,765
Audit Adjustments	\$1,295		\$1,396	(\$62)			
TOTAL EXPENDITURES	\$721,439	\$672,657	\$721,580	\$656,250	\$618,992	\$760,889	\$1,111,451
Net Change in Cash	\$16,485	\$61,330	(\$8,167)	\$75,673	\$143,595	(\$37,959)	(\$386,651)
Ending Cash Balance	\$152,180	\$213,510	\$205,343	\$281,015	\$424,610	\$386,651	\$0
Receipts							
1st Quarter - Jan Payment	\$181,074	\$170,621	\$163,287	\$155,816	\$160,875	\$161,062	\$161,495
2nd Quarter - April Payment	\$167,285	\$153,232	\$155,489	\$146,784	\$154,971	\$155,916	\$154,575
3rd Quarter - July Payment	\$167,961	\$160,051	\$163,626	\$154,899	\$162,179	\$160,255	\$161,454
4th Quarter - Oct Payment	\$171,533	\$165,682	\$163,811	\$171,549	\$165,898	\$170,993	
Total	\$687,853	\$649,585	\$646,213	\$629,048	\$643,923	\$648,226	\$477,524

Allocating \$4,600 for 4 years to fund 27th pay period in 2021

Special Street	2016	1 Ton Pickup with a Dump Bed	\$50,000	Street Fund	208-2501-400.0504
Sign & Marking	2016	Replace two traffic light detectors	\$40,000	Street Fund	208-2503-400.0505
			\$90,000		
Sign & Marking	2017	Replace two traffic light detectors	\$38,000	Street Fund	208-2503-400.0505
			\$38,000		

2017 Budget**Revenue Detail and Expenditure Summary****DRUG FORFEITURES**

	Preceding Year 2012 (Actual)	Preceding Year 2013 (Actual)	Preceding Year 2014 (Actual)	Preceding Year 2015 (Actual)	Estimated Budget 2016	Proposed Budget 2017
Beginning Cash Balance	\$43,629	\$8,975	\$10,152	\$24,408	\$81	\$0
REVENUE						
Receipts from Drug Forfeitures	\$286	\$8,080	\$21,658	\$9,386	\$12,000	\$5,000
Interest on Investment	\$18	\$6	\$11	\$13	\$10	\$10
Transfer of Funds	\$0					
Audit Adjustment						
TOTAL RECEIPTS	\$304	\$8,087	\$21,668	\$9,399	\$12,010	\$5,010
EXPENDITURES						
Commodities	\$5,056	\$2,796	\$7,153	\$185	\$12,091	\$5,010
Capital Outlay						
Communications	\$411	\$513	\$259			
Transfer of Funds				\$10,000		
Other Contractual	\$5,000					
Travel & Training						
Maintenance & Repair	\$24,491	\$3,600		\$23,541		
TOTAL EXPENDITURES	\$34,958	\$6,909	\$7,412	\$33,726	\$12,091	\$5,010
Ending Cash Balance	\$8,975	\$10,152	\$24,408	\$81	\$0	\$0

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Revenue Detail and Expenditure Summary
BOND & INTEREST FUND

	Preceding Year 2010 (Actual)	Current Year 2011 (Actual)	Current Year 2012 (Actual)	Current Year 2013 (Actual)	Current Year 2014 (Actual)	Current Year 2015 (Actual)	Estimated Budget 2016	Proposed Budget 2017
Beginning Cash Balance	\$443,005	\$210,860	\$40,421	\$576,237	\$480,675	\$328,296	\$351,327	\$0
REVENUE								
Ad Valorem Property Tax	\$2,081,960	\$2,151,998	\$2,464,495	\$2,357,339	\$2,085,197	\$2,524,494	\$2,211,269	\$1,833,292
Back Tax Collection	\$52,601	\$77,686	\$50,595	\$43,292	\$65,534	\$23,405	\$75,000	\$40,000
Special Assessments	\$359,863	\$275,534	\$243,342	\$250,741	\$264,762	\$262,422	\$180,000	\$149,622
Motor Vehicle Tax	\$244,705	\$268,558	\$269,691	\$299,860	\$305,386	\$267,405	\$265,587	\$265,587
Ad Valorem Tax Reduction	\$0	\$0	-\$19,099	-\$24,090	-\$23,004	-\$29,102	-\$30,000	-\$30,000
Interest on Investment	\$2,741	\$1,035	\$851	\$1,197	\$838	\$1,041	\$1,197	\$1,197
Recreation Center - Pool renovation	\$23,499	\$23,500	\$23,499	\$25,499	\$23,500	\$23,499	\$23,500	\$23,500
Recreation Center - Office/Locker Remodel	\$22,642	\$22,642	\$22,642	\$22,642	\$22,642	\$22,642	\$22,642	\$22,642
Recreation Center - Ball Diamond					\$33,134	\$51,400	\$50,200	\$49,000
Recreation Center - Fitness Room							\$61,140	\$61,020
Golf Course Payment - General Fund	\$52,498	\$56,383	\$55,988					
Equipment Payments - G, ST, SW Fund	\$97,721	\$79,223	\$129,569	\$82,370				
Fire Station Payment - Multi Fund	\$178,915	\$178,915	\$178,915					
KP&F Loan Payment - General Fund	\$133,106	\$141,456	\$134,275	\$68,008				
Industrial Land Payment - Ind Sales Tax	\$185,339	\$185,339	\$185,339	\$185,339	\$185,339	\$185,339	\$185,339	\$185,339
Gas Line Payment - Ind Sales Tax	\$86,936	\$86,936	\$86,936	\$86,936	\$86,936	\$86,936	\$86,936	\$86,936
Hanger Payment - General Fund	\$49,027	\$49,027	\$49,027	\$49,027	\$49,027	\$49,027	\$49,027	\$49,027
Aquatic Center Payment - Sales Tax	\$388,438	\$391,437	\$403,875	\$420,375	\$435,750	\$10,697		
Miscellaneous	\$2,058	\$8,901	\$27		\$5,047			
Transfer of Funds from Project Accounts	\$27,417	\$648,466	\$649,463	\$56,194	\$89,201	\$175,329	\$50,631	
TOTAL RECEIPTS	\$3,989,466	\$4,647,035	\$4,929,429	\$3,924,729	\$3,629,288	\$3,654,535	\$3,232,468	\$2,737,161
EXPENDITURES								
Principal	\$3,130,000	\$3,840,000	\$3,525,000	\$3,270,000	\$3,200,000	\$3,145,000	\$3,175,000	\$2,440,000
Interest Coupons	\$1,091,611	\$977,474	\$868,613	\$750,291	\$581,667	\$486,504	\$408,794	\$297,161
TOTAL EXPENDITURES	\$4,221,611	\$4,817,474	\$4,393,613	\$4,020,291	\$3,781,667	\$3,631,504	\$3,583,794	\$2,737,161
Ending Cash Balance	\$210,860	\$40,421	\$576,237	\$480,675	\$328,296	\$351,327	\$0	\$0
Delinquency Computation (Add this amount to Ad Valorem Tax)		\$64,560	\$73,935	\$70,720	\$62,556	\$75,735	\$66,338	\$54,999
Mil Levy	14.669	15.428	17.828	17.010	14.746	17.845	15.472	12.730
Change in Mil Levy		0.759	2.400	-0.817	-2.264	3.099	-2.373	-2.742
Ad Valorem Tax in 2016	\$147,206.00							

Ad Valorem Tax in 2017	\$148,333.00
Ad Valorem Tax in 2018	\$149,816.33
Ad Valorem Tax in 2019	\$151,314.49
Ad Valorem Tax in 2020	\$152,827.64
Ad Valorem Tax in 2021	\$154,355.91

No future bond issue payments included

Proposed Budget 2030	Proposed Budget		Proposed Budget		Proposed Budget		Proposed Budget		Proposed Budget		Proposed Budget	
	2031	2032	2033	2034	2035	2036	2037	2038	2031	2032	2033	2034
\$1,168,093	\$1,474,877	\$2,451,488	\$2,950,649	\$3,450,635	\$3,950,771	\$4,450,382	\$4,948,793	\$5,445,329				
\$0	\$669,827	\$192,377	\$193,202	\$193,352	\$192,827	\$191,627	\$189,752	\$192,202				
\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000				
\$265,587	\$265,587	\$265,587	\$265,587	\$265,587	\$265,587	\$265,587	\$265,587	\$265,587				
\$1,197	\$1,197	\$1,197	\$1,197	\$1,197	\$1,197	\$1,197	\$1,197	\$1,197				
\$306,784	\$976,611	\$499,161	\$499,986	\$500,136	\$499,611	\$498,411	\$496,536	\$498,986				
\$0	\$0	\$0	0	0	0	0	0	0				
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
\$1,474,877	\$2,451,488	\$2,950,649	\$3,450,635	\$3,950,771	\$4,450,382	\$4,948,793	\$5,445,329	\$5,944,315				
\$0	\$20,095	\$5,771	\$5,796	\$5,801	\$5,785	\$5,749	\$5,693	\$5,766				
\$0	\$689,922	\$198,148	\$198,998	\$199,153	\$198,612	\$197,376	\$195,445	\$197,968				
0.000	4.470	1.284	1.302	1.303	1.300	1.291	1.279	1.295				
0.000	4.470	-3.186	0.018	0.001	-0.004	-0.008	-0.013	0.017				

EMS	2016	Ambulance Purchase (A2)	\$225,000	10 Mill levy
Fire	2016	Rescue Truck	\$450,000	10 Mill levy
			\$675,000	
Airport	2017	Aviation Fuel Truck (Jet Fuel) - replacing 1980 unit #721	\$208,000	10 Mill levy
Engineering	2017	Becker Addition Drainage Ditch	\$2,500,000	10 Mill levy
Special Street	2017	Rubber Tire Loader-Comparative to 928G Cat Loader	\$180,000	10 Mill levy
			\$2,888,000	

2017 Budget**Revenue Detail and Expenditure Summary****Cash Basis****10 Year Payback option****WATERWORKS FUND**

	2012 (Actual)	2013 (Actual)	2014 (Actual)	2015 (Actual)	Estimated Budget 2016	Proposed Budget 2017
BEGINNING CASH	\$1,651,570	\$1,326,219	\$1,200,091	\$1,287,464	\$2,498,628	\$2,241,805
REVENUE						
Sale of Water	\$5,235,628	\$4,789,153	\$4,779,195	\$5,050,568	\$4,500,000	\$4,500,000
Service Charge	\$53,306	\$41,453	\$43,796	\$85,095	\$85,000	\$85,000
Penalties	\$42,400	\$34,570	\$41,633	\$83,884	\$81,000	\$81,000
Sale of Salvage	\$49,557	\$0	\$831	\$1,311	\$0	\$0
Reimbursed Expense	\$1,409	\$126,467	\$875	\$3,575	\$750	\$750
Interest on Investment	\$1,456	\$1,454	\$1,188	\$1,882	\$4,000	\$4,000
Non-Operating Grant Money	\$0	\$0	\$0	\$0	\$0	\$0
Trf from Health Ins Fund - Premium	\$15,168	\$11,272	\$0	\$0	\$0	\$0
Trf from project fund				\$366,734	\$0	\$0
Non Operating Revenue	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	(\$5,027)	\$166	\$3,203	\$5,068	\$1,000	\$1,000
TOTAL RECEIPTS	\$5,393,897	\$5,004,535	\$4,870,721	\$5,598,117	\$4,671,750	\$4,671,750
EXPENDITURES						
Personnel Services	\$646,360	\$586,506	\$634,246	\$615,946	\$688,003	\$782,979
Vacancy		\$0	\$0	\$0	(\$24,233)	(\$21,949)
Maintenance & Repair	\$658,763	\$291,716	\$329,417	\$354,944	\$329,182	\$406,619
Commodities	\$423,711	\$479,445	\$470,871	\$415,613	\$521,450	\$532,189
Other Charges	\$163,575	\$152,636	\$121,558	\$167,925	\$193,840	\$195,941
Capital Outlay	\$522,066	\$727,637	\$197,579	\$327,558	\$340,000	\$353,000
Debt Payment	\$1,325,683	\$1,294,579	\$1,298,826	\$707,712	\$1,074,518	\$1,264,199
Stock	(\$1,894)	(\$37,120)	\$66,856	\$16,653	(\$1,000)	(\$1,000)
Transfer to Project Account	\$0	\$0	\$0	\$0	\$40,000	\$0
Utilities	\$466,644	\$386,196	\$456,708	\$471,698	\$481,689	\$482,218
Communications	\$33,020	\$35,621	\$38,714	\$28,141	\$30,031	\$30,297
Travel & Training	\$3,615	\$4,249	\$7,229	\$6,614	\$6,500	\$8,000
Contractual Services	\$305,486	\$392,578	\$502,140	\$320,296	\$455,373	\$751,453
Administrative Fee 17%	\$924,648	\$777,997	\$779,773	\$875,020	\$793,220	\$793,220
Change in Liabilities	\$284,721	\$38,623	(\$120,569)	\$78,833		
TOTAL EXPENDITURES	\$5,756,398	\$5,130,663	\$4,783,348	\$4,386,953	\$4,928,573	\$5,577,166
NET CHANGE IN CASH	(\$362,501)	(\$126,128)	\$87,373	\$1,211,164	(\$256,823)	(\$905,416)
ENDING CASH	\$1,289,069	\$1,200,091	\$1,287,464	\$2,498,628	\$2,241,805	\$1,336,389
ADJUSTMENTS						
Principal Bond Payments	(\$1,050,000)	(\$1,075,000)	(\$1,115,000)	(\$555,000)	(\$760,000)	(\$947,000)
Depreciation	\$946,337	\$928,728	\$939,943	\$919,660	\$995,604	\$1,016,301
Capitalized Assets	(\$7,058)	(\$125,771)	(\$69,930)	(\$955,987)	(\$340,000)	(\$353,000)
Liabilities						
ADJUSTMENTS	(\$110,721)	(\$272,043)	(\$244,988)	(\$591,327)	(\$104,396)	(\$283,699)
Base for reserve calculation	\$5,234,332	\$4,403,026	\$4,585,769	\$4,059,395	\$4,588,573	\$5,224,166
20% reserve amount	\$1,046,866	\$880,605	\$917,154	\$811,879	\$917,715	\$1,044,833
Amount over 20% reserve	\$242,203	\$319,486	\$370,310	\$1,686,749	\$1,324,090	\$291,556
Percent	24.63%	27.26%	28.08%	61.55%	48.86%	25.58%

Personnel services includes a 2.5% merit pay increase

Allocating \$10,000 for 4 years to fund 27th pay period in 2021

\$400,000 for additional money to the ozone project (\$47,000 per yr for 10 years to bond)

Comprehensive plan \$20,000

\$100,000 water usage study

\$110,000 water tank maintenance

Engineering	2016	Sylvan Street 6th to 12th & 15th from State to Center Water main	\$545,000	10	Water Fund	501-2302-400.0504
Water Distribution	2016	Water Main Replacement on 18th Street from West Wilman Ct to Rural	\$100,000	10	Water Fund	501-2304-400.0505
Water Distribution	2016	Water Main East Wilman	\$400,000	10	Water Fund	501-2304-400.0505
Water Plant	2016	Replace raw water line from the river to the plant	\$500,000	10	Water Fund	501-2304-400.0505
Water Plant	2016	Additional for Ozone Project	\$400,000	10	Water Fund	501-2304-400.0505
			\$1,945,000			
Water Service	2016	Smaller 4 door pickup - Colorado	\$25,000		Water Fund	501-2302-400.0504
Water Plant	2016	Design to replace primary water transfer pipe (outflow piping)	\$40,000		Water Fund	501-2304-400.0505
Water Plant	2016	Rebuild Sludge holding basin pumps and motors	\$23,000		Water Fund	501-2304-400.0505
Water Plant	2016	50 Ton CO2 Tank	\$110,000		Water Fund	501-2304-400.0505
Water Plant	2016	Rebuild #2 Raw Water Pump	\$42,000		Water Fund	501-2304-400.0505
Water Plant	2016	Replace failed section of transfer pipe	\$100,000		Water Fund	501-2304-400.0505
			\$340,000			
Water Plant	2017	Replace primary water transfer pipe	\$380,000	10	Water Fund	
Water Distribution	2017	Water Main Replacement on 12th between Burlingame Rd. & Whilden	\$250,000	10	Water Fund	
Water Distribution	2017	Water Main Replacement on Prairie St. between entrance of South Senora Drive &	\$300,000	10	Water Fund	
			\$930,000			
Water Plant	2017	Mower Unit	\$12,000		Water Fund	501-2304-400.0504
Water Plant	2017	Copper Ion Generator/redundant system for invasive Zebra Mussel Prevention	\$115,000		Water Fund	501-2304-400.0505
Water Plant	2017	3/4 Truck	\$45,000		Water Fund	501-2304-400.0504
Water Plant	2017	Rebuild #3 Raw Water Pump	\$43,000		Water Fund	501-2304-400.0505
Water Plant	2017	Rehab #1 Present Basin	\$54,000		Water Fund	501-2304-400.0505
Water Plant	2017	Rehab #2 Present Basin	\$54,000		Water Fund	501-2304-400.0505
Water Plant	2017	Filter Media	\$30,000		Water Fund	501-2304-400.0505
			\$353,000			

2017 Budget**Revenue Detail and Expenditure Summary**

Cash Basis

20 Year Payback option**WASTE WATER FUND**

	2012 (Actual)	2013 (Actual)	2014 (Actual)	2015 (Actual)	Estimated Budget 2016	Proposed Budget 2017
BEGINNING CASH	\$1,699,597	\$1,136,700	\$3,111,675	\$3,098,948	\$2,627,435	\$865,883
REVENUE						
Sales/Charges	\$3,651,052	\$3,503,535	\$3,427,421	\$3,591,479	\$3,500,000	\$3,990,000
Extra Strength Surcharge	\$70,047	\$23,228	\$26,263	\$48,589	\$55,800	\$62,989
Interest on Investment	\$1,466	\$1,516	\$2,236	\$2,418	\$4,000	\$4,000
Transfer from Multi Year	\$19,643	\$13,103	\$0	\$0		
Transfer from Industrial Development						
Transfer from project fund						
Miscellaneous	\$1,049	\$1,668,148	\$6,321	\$2,347	\$1,000	\$1,000
TOTAL RECEIPTS	\$3,743,257	\$5,209,530	\$3,462,241	\$3,644,833	\$3,560,800	\$4,057,989
EXPENDITURES						
Personnel Services	\$682,229	\$655,985	\$664,635	\$652,369	\$740,775	\$835,770
Vacancy		\$0	\$0	\$0	(\$20,613)	(\$21,954)
Maintenance & Repair	\$393,871	\$204,029	\$287,824	\$236,422	\$283,950	\$269,900
Commodities	\$80,784	\$62,189	\$68,277	\$71,935	\$87,550	\$111,500
Other Charges	\$124,838	\$124,046	\$83,612	\$88,812	\$112,300	\$114,650
Capital Outlay	\$884,443	\$433,745	\$457,851	\$518,352	\$970,000	\$11,000
Debt Payment	\$799,541	\$775,148	\$805,186	\$931,010	\$941,110	\$943,010
Transfer to Project fund	\$0	\$0	\$0	\$339,959	\$950,000	\$560,000
Utilities	\$414,990	\$376,546	\$433,681	\$405,846	\$448,000	\$456,500
Communications	\$16,124	\$19,350	\$24,508	\$28,050	\$28,650	\$28,800
Travel & Training	\$960	\$338	\$3,256	\$1,158	\$4,500	\$4,500
Contractual Services	\$82,991	\$76,875	\$86,565	\$155,405	\$171,950	\$190,200
Administrative Fee 17%	\$634,751	\$565,351	\$565,734	\$608,379	\$604,180	\$610,000
Change in Liabilities	\$190,632	(\$59,047)	(\$6,161)	\$78,649		
TOTAL EXPENDITURES	\$4,306,154	\$3,234,555	\$3,474,968	\$4,116,346	\$5,322,352	\$4,113,876
NET CHANGE IN CASH	(\$562,897)	\$1,974,975	(\$12,727)	(\$471,513)	(\$1,761,552)	(\$55,887)
ENDING CASH	\$1,136,700	\$3,111,675	\$3,098,948	\$2,627,435	\$865,883	\$809,996
//////						
Depreciation	\$1,000,024	\$1,024,322	\$1,000,551	\$966,133	\$1,025,250	\$1,025,250
Principal Bond Payments	(\$625,000)	(\$585,000)	(\$690,000)	(\$745,000)	(\$770,000)	(\$795,000)
Capitalized Assets	(\$59,579)	(\$170,101)	(\$813,132)	(\$4,488,155)	(\$970,000)	(\$11,000)
Change in Liabilities	(\$190,632)	\$0				
ADJUSTMENTS	\$124,813	\$269,221	(\$502,581)	(\$4,267,022)	(\$714,750)	\$219,250
Base for reserve calculation	\$3,421,711	\$2,800,810	\$3,017,117	\$3,597,994	\$4,352,352	\$4,102,876
20% Cash Reserve amount	\$684,342	\$560,162	\$603,423	\$719,599	\$870,470	\$820,575
Amount over 20% Cash Reserve	\$452,358	\$2,551,513	\$2,495,525	\$1,907,836	(\$4,587)	(\$10,579)
Percentage	33.22%	111.10%	102.71%	73.03%	19.89%	19.74%

Personnel services includes a 2.5% merit pay increase

Alllocating \$10,000 for 4 years to fund 27th pay period in 2021

Rate increase 14% in 2017, 12% 2018, 12% 2019

Sewer plant on a 20 year bond

Comprehensive plan \$20,000

Remove 1,510,000 million from the fund - put into project fund

Bond Payment feathered into existing debt

Sewer Plant	2016	Engineering Treatment Plant Up Grade	\$750,000	Temp	Waste Water Fund
Water Service	2016	Smaller 4 door pickup - Colorado	\$25,000		Waste Water Fund
Sewer Maintenance	2016	Service truck - replacement (Old #414 goes to shop)	\$45,000		Waste Water Fund
Sewer Maintenance	2016	Sewer Maintenance Rehabilitation	\$400,000		Waste Water Fund
Sewer Maintenance	2016	Replacement of Sewer Lift Station #6	\$500,000		Waste Water Fund
			\$970,000		
Sewer Plant	2017	Engineering Treatment Plant Up Grade	\$1,000,000	Temp	Waste Water Fund
Sewer Maintenance	2017	Replacement of Sewer Lift Station #9	\$750,000	10	Waste Water Fund
Sewer Plant	2017	Replace 725 John Deere Mower	\$11,000		Waste Water Fund
			\$11,000		

502-5001-400.0504
502-5003-400.0504
502-5003-400.0505
502-5003-400.0502

502-5004-400.0504

2017 Budget

8/11/16 2:16 PM

Revenue Detail and Expenditure Summary

Cash Basis

SOLID WASTE DISPOSAL FUND

	2011 (Actual)	2012 (Actual)	2013 (Actual)	2014 (Actual)	2015 (Actual)	Estimated Budget 2016	Proposed Budget 2017
BEGINNING CASH	1,335,259	\$2,043,474	\$2,545,602	\$2,476,129	\$2,041,821	\$2,412,320	\$2,588,805
REVENUE							
Refuse Collection Fees	2,811,805	\$2,775,010	\$2,769,710	\$2,773,515	\$2,817,763	\$2,775,000	\$2,775,000
County Contract	0	\$0	\$22,180	\$0	\$0	\$0	\$0
Loss on Sale of Assets	0	(\$38,475)	\$0	(\$60,004)	\$0	\$137	\$0
Interest on Investments	2,193	\$2,212	\$2,387	\$1,772	\$1,911	\$4,000	\$4,000
Trf from Health Ins - Premiums		\$35,472	\$27,801		\$0	\$0	\$0
Resale of Recyclables	288,396	\$223,430	\$219,230	\$214,317	\$150,850	\$130,000	\$130,000
Box Container Fees	751,250	\$789,355	\$880,965	\$873,299	\$1,086,331	\$1,035,000	\$1,035,000
Curb side recycling	0	\$0	\$0	\$0	\$0	\$0	\$0
Landfill Fees	421,141	\$351,845	\$310,542	\$325,768	\$353,098	\$350,000	\$350,000
Transfers	22,084				\$0	\$0	\$0
Miscellaneous	12,599	\$8,315	\$5,469	\$24,969	\$7,954	\$4,369	\$4,369
TOTAL RECEIPTS	4,309,468	\$4,147,164	\$4,238,284	\$4,153,636	\$4,417,907	\$4,298,506	\$4,298,369
EXPENDITURES							
Personnel Services	1,248,529	\$1,255,599	\$1,276,598	\$1,280,783	\$1,339,093	\$1,459,096	\$1,614,700
Vacancy			\$0	\$0	\$0	(\$41,975)	(\$45,981)
Maintenance & Repair	154,691	\$184,151	\$176,729	\$234,900	\$201,935	\$204,491	\$213,618
Commodities	255,997	\$276,714	\$262,997	\$258,353	\$201,030	\$271,470	\$299,331
Other Charges	49,556	\$49,083	(\$283,808)	\$79,770	\$89,809	(\$136,579)	(\$109,778)
Capital Outlay	284,028	\$294,362	\$343,139	\$1,025,001	\$231,771	\$319,000	\$426,000
Debt Payments	65,713	\$43,604	\$0	\$0	\$0	\$0	\$0
Trf to General Fund			\$495,739	\$0	\$0	\$0	\$0
Utilities	32,917	\$35,858	\$38,832	\$43,543	\$37,468	\$42,947	\$43,289
Communications	24,032	\$20,405	\$29,121	\$31,345	\$42,618	\$39,100	\$39,139
Travel & Training	1,644	\$2,014	\$566	\$3,683	\$3,761	\$5,000	\$7,500
Contractual Services	836,658	\$807,178	\$980,757	\$1,082,224	\$1,148,900	\$1,252,271	\$1,384,673
Administrative Fee 17%	715,203	\$686,817	\$616,693	\$666,561	\$712,873	\$707,200	\$707,200
Change in Liabilities	(67,714)	(\$10,749)	\$370,394	(\$118,219)	\$38,150		
TOTAL EXPENDITURES	3,601,254	\$3,645,036	\$4,307,757	\$4,587,944	\$4,047,408	\$4,122,021	\$4,579,691
NET CHANGE IN CASH	708,214	\$502,128	(\$69,473)	(\$434,308)	\$370,499	\$176,485	(\$281,322)
ENDING CASH	2,043,473	\$2,545,602	\$2,476,129	\$2,041,821	\$2,412,320	\$2,588,805	\$2,307,483
ADJUSTMENTS							
Principal Payments	(21,200)	\$0	\$0	\$0	\$0	\$0	\$0
Depreciation	(288,252)	(\$11,990)	\$371,424	\$387,193	\$434,473	\$475,000	\$480,000
Capitalized Assets	(337,808)	(\$61,073)	(\$665,169)	(\$627,369)	(\$607,663)	(\$319,000)	(\$426,000)
Change in Liabilities	67,714	\$10,749					
ADJUSTMENTS	(579,546)	(\$62,314)	(\$293,745)	(\$240,176)	(\$173,190)	\$156,000	\$54,000
Base for reserve calculation	3,317,226	\$3,350,674	\$3,964,618	\$3,562,943	\$3,815,637	\$3,803,021	\$4,153,691
20% cash reserve amount	663,445	\$670,135	\$792,924	\$712,589	\$763,127	\$760,604	\$830,738
Amount over 20% Cash Reserve	1,380,028	\$1,875,467	\$1,683,205	\$1,329,232	\$1,649,193	\$1,828,201	\$1,476,745
Percentage	61.60%	75.97%	62.46%	57.31%	63.22%	68.07%	55.55%

Personnel services includes a 2.5% merit pay increase
Allocating \$17,500 for 4 years to fund 27th pay period in 2021
\$95,000 for Street Sweeping pile removal in 2017
Comprehensive plan \$20,000

Collections	2016	Low Entry Cassis Rear-Load Refuse Collection Vehicle	\$226,000	Solid Waste	503-4003-400.0504
Recycling Center	2016	Horizontal Baler and Conveyor	\$93,000	Solid Waste	503-4006-400.0504
			\$319,000		
Collections	2017	Roll-Off Truck	\$196,000	Solid Waste	503-4003-400.0504
Transfer Station	2017	Gatehouse Computer System and Scale Program	\$30,000	Solid Waste	503-4006-400.0505
Transfer Station	2017	Brush Disposal Equipment	\$200,000	Solid Waste	503-4006-400.0505
			\$426,000		

2017 FUND	BUDGET YEAR	ADD 3.0% FOR	TOTAL	BUDGET PREVIOUS
	TAX REQUIREMENTS	DELINQUENT TAXES	TAX REQUIREMENT	YEAR LEVY MILL LEVY DIFFERENCE
GENERAL	\$3,577,663.00	\$107,329.89	\$3,684,992.89	21.101 3.742
LIBRARY	\$719,415.05	\$21,582.45	\$740,997.50	4.995 4.996 0.000
INDUSTRIAL	\$1,000.00	\$30.00	\$1,030.00	0.007 0.007 0.000
BOND&INTEREST	\$1,833,292.00	\$54,998.76	\$1,888,290.76	12.730 15.472 -2.742
TOTAL	\$6,131,370.05	\$183,941.10	\$6,315,311.15	41.575 41.575 1.000
Assessed Valuation		148,333,144.00	Percentage Change of Mill Levy	2.40%
	Prior Year Valuation:	\$147,205,910.00		
	Delinquency %	0.0300		

AGENDA ITEM SUMMARY

MEETING DATE: August 17, 2016

ITEM NUMBER: 6

SUBJECT: Consider approval for a Resolution to Submit Grant Application for Housing Rehabilitation to Kansas Department of Commerce Small Cities Community Development Block Grant Program.

RECOMMENDATION: Approve Grant Application

BACKGROUND SUMMARY:

The grant application would be to request \$300,000 in grant funding to be matched with a total of \$105,000 in local cash and in-kind contributions to rehabilitate 16 owner-occupied homes in the southwest part of the city over a two-year program period.

Attached is the Resolution.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____

GEITZ _____ GIEFER _____ GILLIGAN _____ HARMON _____ MLYNAR _____

THE CITY/COUNTY OF EMPORIA, KANSAS

RESOLUTION NO. _____

RESOLUTION CERTIFYING LEGAL AUTHORITY
TO APPLY FOR THE 2017 KANSAS
SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FROM THE KANSAS DEPARTMENT OF COMMERCE
AND AUTHORIZING THE MAYOR/COMMISSIONER
TO SIGN AND SUBMIT SUCH AN APPLICATION

WHEREAS, The City/County of EMPORIA, Kansas, is a legal governmental entity as provided by the laws of the STATE OF KANSAS, and

WHEREAS, The City/County of EMPORIA, Kansas, intends to submit an application for assistance from the 2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

THE APPLICANT hereby certifies that the City/County of EMPORIA, Kansas, is a legal governmental entity under the status of the laws of the STATE OF KANSAS and thereby has the authority to apply for assistance from the 2017 KANSAS SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

THE APPLICANT hereby authorizes the MAYOR/COMMISSIONER of EMPORIA, Kansas, to act as the applicant's official representative in signing and submitting an application for the assistance to the 2017 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

THE APPLICANT hereby dedicates \$70,000 in Cash funds toward this project.

APPROVED BY THE GOVERNING BODY OF THE CITY/COUNTY OF EMPORIA, KANSAS,
this 17th day of August, 2016.

APPROVED _____
MAYOR

ATTEST _____

(SEAL)

THE CITY/COUNTY OF _____, KANSAS

Kansas Department of Commerce
Community Development Block Grant (CDBG) Program
1000 S.W. Jackson St., Suite 100
Topeka, KS 66612-1354

DETERMINATION OF LEVEL OF REVIEW

ENVIRONMENTAL REVIEW RECORD (ERR)

Grantee Name & Project Number: Emporia Housing Rehabilitation

Project Location: Emporia, KS

Project Description: Emporia Housing Rehabilitation

The subject project has been reviewed pursuant to HUD regulations 24 CFR Part 58, "Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities," and the following determination with respect to the project is made:

- Exempt from NEPA review requirements per 24 CFR 58.34(a)(___)
- Categorical Exclusion NOT Subject to §58.5 authorities per 24 CFR 58.35(b)(___)
- Categorical Exclusion SUBJECT to §58.5 authorities per 24 CFR 58.35(a)(___)
- An Environmental Assessment (EA) is required to be performed.
- An Environmental Impact Statement (EIS) is required to be performed.

The ERR (see §58.38) must contain all the environmental review documents, public notices and written determinations or environmental findings required by Part 58 as evidence of review, decision making and actions pertaining to a particular project. Include additional information including checklists, studies, analyses and documentation as appropriate.

Robert F. Gilligan, Mayor
Chief Elected Official (print name/title)

Chief Elected Official's Signature

Date

(Minimum required by all applicants for funding – must be submitted with application)

**Residential Anti-displacement and Relocation Assistance Plan
under Section 104(d) of the
Housing and Community Development Act of 1974, as Amended**

The jurisdiction will replace all occupied and vacant occupiable low- and moderate-income dwelling units demolished or converted to a use other than as low- moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR Part 570.488.

All replacement housing will be provided within three years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in such demolition or conversion, the [jurisdiction] will make public and submit to the Kansas Department of Commerce the following information in writing:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low- and moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as Section 104(d) replacement dwelling units;
5. The source of funding and a time schedule for the provision of Section 104(d) replacement dwelling units; and
6. The basis for concluding that each Section 104 (d) replacement dwelling unit will remain a low- and moderate-income dwelling unit for at least ten years from the date of initial occupancy.

The jurisdiction will provide relocation assistance, as described in Section 570.488 to each low- and moderate-income household displaced by the demolition of housing or by the conversion of a low- and moderate-income dwelling to another use as a direct result of assisted activities.

Consistent with the goals and objectives of activities assisted under the act, the jurisdiction will take the following steps to minimize the displacement of persons from their homes:

Based on initial review of project, the following occupied dwellings (by address) will be demolished with grant funds (should contain proposed demolitions):

As chief official of the jurisdiction, I hereby certify that the above plan was officially adopted by the jurisdiction of Emporia, KS on the 17th day of August, 2016.

Signature – Chief Elected Official	City of Emporia Jurisdiction	Date
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Instructions in General Application Requirements or Grantee Handbook

Applicant/Recipient Information Indicate whether this is an Initial Report or an Update Report

1. Applicant/Recipient Name, Address, and Phone (include area code): City of Emporia 104 E. 5 th Ave. Emporia, KS 66801 (620) 343-4285	2. Social Security Number or Employer ID Number: 48-6026579
3. CDBG Grant Number:	4. Amount of HUD Assistance Requested/Received \$300,000.00
5. State the name and location (street address, City and State) of the project or activity: Scattered sites within the target area in southwest Emporia.	

Part I Threshold Determinations.

1. Are you applying for assistance for a specific project or activity? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	2. Have you received or do you expect to receive assistance, involving the project or activity in this application, in excess of \$200,000 during this fiscal year? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
---------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

If you answered "No" to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form. **However,** you must sign the certification at the end of the report.

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name and Address	Type of Assistance	Amount Requested/Provided	Expected Uses of the Funds
City of Emporia	Cash	\$70,000.00	Rehab, relocation, lead
City of Emporia	In-Kind	\$35,000.00	Fees, inspections, admin.

(Note: Use Additional pages if necessary.)

Part III Interested Parties. You must disclose:

- All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
- Any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	Social Security No. or Employee ID No.	Type of Participation in Project/Activity	Financial Interest in Project/Activity (\$ and %)
Hernly Associates, Inc.	48-1236170	lead inspections/testing	\$36,800/ 12%

(Note: Use Additional pages if necessary.)

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that this information is true and complete.

Signature: X	Date: (mm/dd/yyyy) 8/17/2016
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STATEMENT OF ASSURANCES AND CERTIFICATIONS

The applicant hereby assures and certifies with respect to the grant that:

- (1) It possesses legal authority to make a grant submission and to execute a community development and housing program.
- (2) Its governing body has duly adopted or passed as an official act a resolution, motion, or similar action authorizing the person identified as the official representative of the grantee to submit the final statement, all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the grantee to act in connection with the submission of the final statement and to provide such additional information as may be required.
- (3) Prior to submission of its application to Commerce, the grantee has met the citizen participation requirements, prepared its application of community development objectives and projected use of funds, and made the application available to the public, as required by Section 104(a) (2) of the Housing and Community Development Act of 1974, as amended, and implemented at 24 CFR 570.486.
- (4) It has developed its final statement (application) of projected use of funds so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight; the final statement (application) of projected use of funds may also include activities that the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available.
- (5) Its chief executive officer or other officer of the grantee approved by Commerce:
 - (a) Consents to assume the status of a responsible federal official under the National Environmental Policy Act of 1969 and other provisions of federal law as specified in 24 CFR 58.1(a);
 - (b) Is authorized and consents on behalf of the grantee and himself/herself to accept the jurisdiction of the federal courts for the purpose of enforcement of his/her responsibilities as such an official; and
- (6) The grant will be conducted and administered in compliance with the following federal and state regulations (see Appendix A: Applicable Laws and Regulations):

- (a) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), and implementing regulations issued at 24 CFR Part 1;
- (b) Fair Housing Amendments Act of 1988, as amended, administering all programs and activities relating to housing and community development in a manner to affirmatively further fair housing; and will take action to affirmatively further fair housing in the sale or rental of housing, the financing of housing, and the provision of brokerage services;
- (c) Section 109 of the Housing and Community Development Act of 1974, as amended; and the regulations issued pursuant thereto (24 CFR Section 570.602);
- (d) Section 3 of the Housing and Urban Development Act of 1968, as amended; and implementing regulations at 24 CFR Part 135;
- (e) Executive Order 11246, as amended by Executive Orders 11375 and 12086 and implementing regulations issued at 41 CFR Chapter 60;
- (f) Executive Order 11063, as amended by Executive Order 12259 and implementing regulations at 24 CFR Part 107;
- (g) Section 504 of the Rehabilitation Act of 1973 (Pub. L. 93-112), as amended and implementing regulations when published for effect;
- (h) The Age Discrimination Act of 1975, as amended, (Pub. L. 94-135), and implementing regulations when published for effect;
- (i) The relocation requirements of Title II and the acquisition requirements of Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and the implementing regulations at 24 CFR 570.488;
- (j) Anti-displacement and relocation plan requirements of Section 104(d) of Title I, Housing and Community Development Act of 1974, as amended;
- (k) Relocation payment requirements of Section 105(a)(11) of Title I, Housing and Community Development Act of 1974, as amended.
- (l) The labor standards requirements as set forth in 24 CFR 570.603 and HUD regulations issued to implement such requirements;
- (m) Executive Order 11988 relating to the evaluation of flood hazards and Executive Order 11288 relating to the prevention, control, and abatement of water pollution;

- (n) The regulations, policies, guidelines and requirements of 2 CFR Part 200 and A-122 as they relate to the acceptance and use of federal funds under this federally assisted program;
 - (o) The American Disabilities Act (ADA) (P.L. 101-336: 42 U.S.C. 12101) provides disabled people access to employment, public accommodations, public services, transportation, and telecommunications;
- (7) The conflict of interest provisions of 24 CFR 570.489 apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the state, or of a unit of general local government, or of any designated public agencies, or sub recipients which are receiving CDBG funds. None of these persons may obtain a financial interest or benefit from the activity, or have an interest or benefit from the activity, or have an interest in any contract, subcontract, or agreement with respect thereto, or the proceeds there under, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter, and that it shall incorporate or cause to be incorporated, in all such contracts or subcontracts a provision prohibiting such interest pursuant to the purpose of this certification;
 - (8) It will comply with the provisions of the Hatch Act that limits the political activity of employee;
 - (9) It will give the state, HUD, and the Comptroller General or any authorized representative access to and the right to examine all records, books, papers, or documents related to the grant;
 - (10) It will comply with the lead-based paint requirements of 24 CFR Part 35 Subpart B issued pursuant to the Lead-Based Paint Hazard Elimination Act (42 U.S.C. 4801 et seq.).
 - (11) The local government will not attempt to recover any capital costs of public improvements assisted in whole or in part with CDBG funds by assessing properties owned and occupied by low- and moderate-income persons unless: (a) CDBG funds are used to pay the proportion of such assessment that relates to non CDBG funding or; (b) the local government certifies to the state that, for the purposes of assessing properties owned and occupied by low- and moderate-income persons who are not very low-income, that the local government does not have sufficient CDBG funds to comply with the provision of (a) above.
 - (12) It accepts the terms, conditions, selection criteria, and procedures established by this program description and that it waives any right it may have to challenge the legitimacy and the propriety of these terms, conditions, criteria, and procedures in the event that its application is not selected for CDBG funding.
 - (13) It will comply with the regulations, policies, guidelines, and requirements with respect to the acceptance and use of federal funds for this federally assisted program.

- (14) It will comply with all parts of Title I of the Housing and Community Development Act of 1974, as amended, which have not been cited previously as well as with other applicable laws.

The applicant hereby certifies that it will comply with the above stated assurances.

_____ Signature, Chief Elected Official	<u>Robert F. Gilligan</u> Name (typed or printed)
<u>Mayor</u> Title	<u>August 17, 2016</u> Date

To Whom It May Concern:

As Chief Elected Official of the City/County of Emporia, I hereby certify that I have knowledge of all activities in the above-referenced application. I also certify that I am aware that the regulations of the CDBG program prevent the use of any facility built or rehabilitated with CDBG funds, or any portion thereof, to be used for the conduct of official business. I therefore certify that no portion of the above application violates this regulation.

Mayor/County Commission

ATTEST:

City/County Clerk

AGENDA ITEM SUMMARY

MEETING DATE: August 17, 2016

ITEM NUMBER: 7

SUBJECT: Conduct a public hearing to allow for public comment and questions regarding the proposed Community Development Block Grant housing rehabilitation project.

RECOMMENDATION: Mayor Open Public Hearing.

BACKGROUND SUMMARY:

A public hearing is required by CDBG program rules in order to apply for funding.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____
GEITZ _____ GIEFER _____ GILLIGAN _____ HARMON _____ MLYNAR _____

AGENDA ITEM SUMMARY

MEETING DATE: August 17, 2016

ITEM NUMBER: 8

SUBJECT: Consider the approval of Ordinance Authorizing the City to acquire firefighting equipment and authorizing the city to issue general obligation bonds to pay the costs.

RECOMMENDATION: Approve the Ordinance

BACKGROUND SUMMARY:

The City Commission approved the purchase of a Fire Rescue vehicle in the amount of \$442,370.12 from Pierce Manufacturing Inc. The vehicle was purchased in cooperation with the National Purchasing Partners Government Fire Rescue Group Organization. A copy of the ordinance is attached for your review.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____
GEITZ _____ GIEFER _____ GILLIGAN _____ HARMON _____ MLYNAR _____

(Published in the *Emporia Gazette* on August __, 2016)

ORDINANCE NO. 16-__

AN ORDINANCE OF THE CITY OF EMPORIA, KANSAS, AUTHORIZING THE CITY TO ACQUIRE FIRE FIGHTING EQUIPMENT AND AUTHORIZING THE CITY TO ISSUE GENERAL OBLIGATION BONDS TO PAY COSTS THEREOF.

WHEREAS, the City of Emporia, Kansas (the “City”) is a duly organized city of the first class created and existing under the laws of the State of Kansas; and

WHEREAS, pursuant to Article 12, §5 of the Kansas Constitution (the “Home Rule Amendment”), the City is authorized to determine its local affairs and government except when limited or prohibited by an enactment of the state legislature applicable uniformly to all cities of the same class; and

WHEREAS, no enactment of the state legislature exists to limit or prohibit the exercise of the City’s authority under the Home Rule Amendment to authorize issuance of general obligation bonds to fund the acquisition of the equipment described herein; and

WHEREAS, the governing body of the City finds it necessary to acquire certain equipment to assist in providing fire protection services, particularly a Pierce Manufacturing, Inc. fire rescue truck, at an estimated cost of \$450,000 (the “Equipment”); and

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

Section 1. Authorization of Project. The acquisition of the Equipment (as defined above) is authorized and directed to be completed pursuant to the Home Rule Amendment, and as described in the plans and specifications approved by this body and the City’s staff.

Section 2. Payment of Project Costs. The estimated cost of the Equipment to be paid by the City is \$450,000 and such cost, plus the cost of financing the Equipment, is authorized to be paid city-at-large through the issuance of general obligation bonds of the City as provided by the Home Rule Amendment or from other available funds of the City. Temporary notes of the City may be issued to pay costs of the Equipment until the general obligation bonds authorized by this Ordinance are issued.

Section 3. Reimbursement. The obligations authorized by this Ordinance or other obligations of the City are authorized to reimburse expenditures made by the City for the Equipment 60 days before the effective date of this Ordinance and thereafter, as provided in United States Treasury Regulation § 1.150-2.

Section 4. Effective Date. This Ordinance shall be in force and take effect from and after its adoption and approval and publication one time in the City’s official newspaper.

PASSED AND APPROVED by the governing body of the City of Emporia, Kansas on August 17, 2016.

CITY OF EMPORIA, KANSAS

[Seal]

By _____
Robert F. Gilligan, Mayor

ATTEST:

By _____
Kerry Sull, City Clerk

EXCERPT OF MINUTES

The City Commission of the City of Emporia, Kansas, met in regular session, at the usual meeting place in the City on August 17, 2015, at 7:00 p.m., with Mayor Rob Gilligan presiding, and the following members of the governing body present:

The following members were absent:

Among other business, there came on for consideration and discussion the following:

AN ORDINANCE OF THE CITY OF EMPORIA, KANSAS, AUTHORIZING THE CITY TO ACQUIRE FIRE FIGHTING EQUIPMENT AND AUTHORIZING THE CITY TO ISSUE GENERAL OBLIGATION BONDS TO PAY COSTS THEREOF.

After discussion, upon motion by Commissioner _____, seconded by Commissioner _____, the Ordinance was passed by a majority of the members elect.

The ordinance was designated Ordinance No. 16-__.

CITY CLERK'S
CERTIFICATION OF EXCERPT OF MINUTES

I certify that the foregoing is a true and correct Excerpt of Minutes of the August 17, 2016, regular meeting of the governing body of the City of Emporia, Kansas.

[Seal]

Kerry Sull, City Clerk

AGENDA ITEM SUMMARY

MEETING DATE: August 17, 2016

ITEM NUMBER: 9

SUBJECT: APPLICATION 2016-12. Final Ordinance and request of Tracy and Michelle Edwards to annex 5.27 acres of property into the city limits, located at 2200 SW. 30th Ave, in order to connect to city utilities.

RECOMMENDATION:

At the July 26, 2016 regular meeting, the Planning Commission voted 5-0 to recommend approval of the application. This request passed as Resolution 3584 to the County on August 3rd. The County Commission passed Resolution 13-16 to approve the annexation of 2200 W. 30th Ave. The annexation of this property is consistent with the Future Use and Comprehensive Plan and it appears to be in the best interest of the City of Emporia and Lyon County to facilitate and promote natural growth of the community.

BACKGROUND SUMMARY

Applicants Tracy and Michelle Edwards are requesting the action of annexation for the purpose of bringing the subject property into the city. The parcel was recently split to create this 5.27 acre lot. The property is zoned for residential use; previously the location had a single family house. The applicants are building a single family home at the location and have a licenses agreement to connect to public utilities.

ACTION:

You may 1) approve the recommendation of the Planning Commission by a majority vote; 2) override the Planning Commission's recommendation by a 2/3 majority vote of the entire City Commission; 3) table the request; or 4) return the application to the Planning Commission, giving reasons for doing so.

ATTACHMENTS:

Planning Commission Minutes Excerpt, County Resolution

Excerpt of the July 26, 2016 Planning Commission Meeting minutes:

The Planning Commission met in regular session on Tuesday, July 26, 2016, with Chair Thomas presiding. Members Bucklinger, Fowler, Miller, and Wade were present. Members Pontius, Rech and Springeman were absent.

APPLICATION 2016-12. A request of Tracy and Michelle Edwards to annex property at 2200 W. 30th Ave into the City of Emporia.

Staff confirmed jurisdiction over this application.

No exparte communication was declared.

This request did not require legal publication or notification of surrounding property owners.

STAFF REPORT:

The applicant would like to annex their property into the City of Emporia in order to be connect to city utilities. This annexation is contiguous with the city limit line on 30th Avenue, however, it does not have more than 50% of the property contiguous with the city limit. If the Planning Commission grants approval of the annexation, the applicant will go before

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____

GEITZ _____ GIEFER _____ GILLIGAN _____ HARMON _____ MLYNAR _____

AGENDA ITEM SUMMARY

the County for approval before final approval from the City Commission.

The applicant is proposing to construct a new single family home on the property and have recently removed an existing residence. The proposed use is consistent with the comprehensive plan and the City has approved the water and sewer connections pending approval of the annexation of the property into the City of Emporia. There has been a license agreement granted, which will allow for the extension of the sewer line from 30th Avenue and Bayfront. Staff recommends approval since it would be a normal extension of the community.

Member Bucklinger stated, he had not been aware that a request of annexation did not require legal publication or notification to surrounding property owners. He asked Staff if there were any other requests that do not need publication or notification. Mr. Hanlin responded that Utility and Utility Right of Way Vacations do not require publication and notification.

Member Miller moved to approve Application 2016-12, a request to annex 2200 W. 30th Avenue, based upon Staff's recommendations. Member Wade seconded. Motion approved 5-0.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____
GEITZ _____ GIEFER _____ GILLIGAN _____ HARMON _____ MLYNAR _____

ORDINANCE NO. _____

AN ORDINANCE EXTENDING THE BOUNDARIES OF THE CITY OF EMPORIA, KANSAS TO INCLUDE CERTAIN DESCRIBED LAND.

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

Section 1. The boundary of the City of Emporia, Kansas is hereby extended to include the following described land and such land is hereby annexed into the City of Emporia, Kansas:

A TRACT IN THE SOUTHEAST QUARTER OF SECTION 32, TOWNSHIP 18 SOUTH, RANGE 11 EAST OF THE 6TH P.M., LYON COUNTY, KANSAS; BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT TWENTY-NINE (29) RODS AND FIVE (5) LINKS (481.80 FEET) WEST OF THE SOUTHEAST CORNER OF THE SE 1/4 OF SAID SECTION 32:

THENCE N. 02°29'38" W. A DISTANCE OF 754.00 FEET;

THENCE S. 88°22'00" W. A DISTANCE OF 355.60 FEET;

THENCE S. 16°20'20" E. A DISTANCE OF 107.00 FEET;

THENCE S. 10°58'58" E. A DISTANCE OF 82.00 FEET;

THENCE N. 87°42'40" E. A DISTANCE OF 50.00 FEET;

THENCE S. 01°02'00" W. A DISTANCE OF 44.00 FEET;

THENCE S. 07°27'09" W. A DISTANCE OF 123.00 FEET;

THENCE S. 01°50'16" W. A DISTANCE OF 120.00 FEET;

THENCE S. 01°03'52" E. A DISTANCE OF 284.01 FEET TO THE SOUTH LINE OF SAID SE 1/4;

THENCE N. 88°32'02" E. A DISTANCE OF 308.00 FEET TO THE TRUE POINT OF BEGINNING.

CONTAINING 5.27 ACRES AND SUBJECT TO ROAD RIGHT OF WAY ON THE SOUTH SIDE THEREOF.

Section 2. This ordinance shall become effective upon publication in the official city newspaper.

PASSED AND APPROVED by the Governing Body of the City of Emporia, Kansas this _____ day of _____, 2016.

ROBERT F. GILLIGAN, Mayor

ATTEST:

KERRY SULL, City Clerk

AGENDA ITEM SUMMARY

MEETING DATE: August 17, 2016

ITEM NUMBER: 10

SUBJECT: Request to Approve Revisions to City of Emporia Transportation Service Policy.

RECOMMENDATION: Approve Revisions

BACKGROUND SUMMARY:

The City Attorney and Assistant City Manager made the revisions to the towing policy immediately after last week's meeting. Attached is the revised policy. It incorporates the two tier system as well as the other changes agreed upon with a January 1, 2017 effective date. Please note the format changes and some small adjustments to wording of the previous policy. These were done to add clarity to the new policy. No items were added that require additional steps for the towing community.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____

GEITZ _____ GIEFER _____ GILLIGAN _____ HARMON _____ MLYNAR _____

CITY OF EMPORIA, KANSAS

SUBJECT: 5-10 Amended Transportation Services Policy

ISSUED BY: City Commission

EFFECTIVE DATE: August 17, 2016

5-10 VEHICLE TOWING POLICY

A. BACKGROUND

The Chief of Police shall establish a two tier rotation list to call “qualified” towing companies for the purpose of conducting non-preference towing of motor vehicles which are disabled, inoperative or wrecked. The next towing company on the list is called by dispatch in the event that the owner or operator of such a vehicle is incapacitated, unavailable or leaves the procurement of wrecker services to the officer at the scene of the accident or the location of the disabled vehicle. The policy does not affect owner preference requests between a private citizen and their selected towing company. A towing company is qualified to participate on the rotation list if it satisfies the provisions of this policy. The maintenance of the rotation list is at the sole discretion of the City of Emporia and may be terminated at any time. The rotation list is not intended to confer a property right. A towing company may be suspended or removed from the list at any time if that towing company fails to adhere to the policy as adopted. The rotation list is intended solely for the use of the City of Emporia as a guideline and the City is not responsible for its use for any other purpose or by any other entity.

B. PURPOSE

The purpose of this policy is to set the standards for a towing company that wants to be on the rotation list. It is not the policy of the City to regulate towing companies as to price, route or service. The City Commission finds that this policy is necessary to protect property, to speed recovery of wrecked vehicles from the public right-of-way, and to attract qualified towing companies on the rotation list so that sufficient emergency towing service is available on a 24-hour basis within the City of Emporia.

C. STRUCTURE

1. The City will maintain a Two Tier Rotation List.
 - a. Tier 1 shall be for small vehicles receiving towing services, including, but not limited to the following:
 - i. passenger cars,
 - ii. small pickup trucks,
 - iii. minivans,

- iv. small sport utility vehicles (SUVs),
- v. and other similarly sized small vehicles.
- vi. The following vehicles shall also included in Tier 1, but will require a two (2) ton rollback carrier to tow:
 - a. Pickup trucks with a half-ton payload capacity,
 - b. full size vans; and
 - c. full size SUVs.
- b. Tier 2 shall be for large vehicles receiving towing services including, but not limited to the following:
 - i. pickup trucks with a three-quarter (3/4) ton or larger payload capacity,
 - ii. vehicles with three or more axles consisting of a straight truck power unit,
 - iii. semi-tractor units and trailers commonly referred to as a semi tractor-trailers, and
 - iv. other large vehicles and equipment.
- 2. Law enforcement officers on scene shall have full discretion in determining whether a call should be referred to a towing company from Tier 1 or Tier 2 of the rotation list.
- 3. A towing company that meets the requirements to be included on Tier 2 of the rotation list shall also be included on Tier 1.

D. STANDARDS

- 1. The towing company shall have towing and storage of vehicles available on a 24-hour basis, seven days a week including 24-hour telephone answering.
- 2. The towing company shall have a properly zoned storage yard with a six foot or higher fence, having a visual density of at least eighty (80) percent, which meets all applicable city building, zoning, and business regulations, subject to inspection and approval by the City.
- 3. The towing company shall comply with all Federal and State statutes and regulations; and all City ordinances.
- 4. The towing company shall provide access to vehicles during normal working hours (at least 8 hours per day) for the release of vehicles.
 - a. The towing company shall allow an owner of a towed vehicle to have access to personal property in such vehicle for 48 hours after such vehicle has been towed and such personal property shall be released to the owner in accordance with K.S.A. 8-1103(c).

- b. Medical supplies shall be released to the owner upon request as required by K.S.A. 8-1103(a).
 - c. It shall be the vehicle owner's responsibility to contact the towing company to request access to personal property and medical supplies.
- 5. The towing company shall strive to reach the scene within 20 minutes of the notification that towing services are needed. Failure to arrive within 20 minutes authorizes the police to cancel the tow and assign it to the next company on the rotation list. A towing company that fails to respond to calls without good reason, or fails to respond to calls in a timely manner may be suspended from the rotation list.
- 6. Towing service insurance shall be obtained and maintained throughout the term of this agreement by the towing company; insurance coverage shall be in the amount of no less than \$1,000,000 liability insurance in the form of tow service liability policy covering the operation of the owner's business, equipment or other vehicle for any bodily injury or property damage in accordance with FMCSA Regulations 387.9. Workers compensation insurance covering the employees of the towing company must be maintained as required by K.S.A. 44 Article 5. Any towing company exempt from the requirement of maintaining workers compensation insurance must provide proof of such exemption. The City of Emporia must be notified immediately in the event of cancellation or modification of insurance.
- 7. The towing company will provide the Police Department with a list of the towing company's employees and those employees will be subject to a background check for criminal activity or adverse driving records. The City reserves the right to suspend the company from the rotation list in the event that an employee of the towing company does not pass the background check or engages in criminal activity or poor driving activity.
 - a. In the event that the towing company elects to terminate the employee with the criminal record or poor driving record, the towing company may be returned to active rotation on the list.
 - b. Any new employee not yet on the list of employees on file with the City may not respond to any calls from the rotation list. The towing company shall provide an updated employee list to the City within five (5) business days of the hiring of any new employee.
 - c. Tier 2 towing companies shall employ drivers holding a Commercial Drivers License (CDL) on their towing roster at all times and shall utilize CDL Drivers in compliance with KCC requirements. All CDL drivers will be enrolled in the mandatory drug and alcohol testing programs and keep their medical cards and annual driving records current as required by KCC.
- 8. The towing company shall be responsible for collecting towing and storage charges directly from the owner or claimant of a stored vehicle.

E. EQUIPMENT AND TRUCK REQUIREMENTS

1. The towing company shall letter both sides of each vehicle with the name of the towing company.
2. Emergency lights in compliance with all State and Federal laws shall be displayed on towing vehicles.
3. The towing company shall be responsible for maintaining equipment for debris removal at accident scenes as directed by public safety or emergency personnel.
4. The towing company shall possess the equipment necessary to tow the subject vehicle within their rated capability. All towing companies shall supply, at a minimum, the following equipment:
 - a. A tow truck equipped with a boom, winch, and cable; and
 - b. A truck commonly known as a two (2) ton rollback car carrier.
5. All towing companies on Tier 2 of the rotation list shall supply the following additional equipment:
 - a. A tow truck capable of safely towing a one ton dual wheeled pickup truck with a load; and
 - b. A tow truck with tandem rear axles for towing or lifting heavy trucks or equipment, capable of towing vehicles with three or more axles consisting of a straight truck power unit or a semi-tractor unit and trailer commonly referred to as a semi tractor-trailer.

F. REGULATIONS

1. The Chief of Police is authorized to require an annual application and evaluation process in a standard format to be developed by the Police Department and approved by the City Manager or City Manager's designee.
 - a. The application process shall require the submission of proof of insurance, a list of all employees, verification of employee CDL status, and submission of appropriate background checks.
 - b. An initial application may be submitted at any time. Annual applications shall be made by December first (1st) of each year by towing companies wishing to remain on the rotation list during the following calendar year. Any towing company that does not submit an annual application by December 1st shall be removed from the rotation list on December 31st of that same year.
2. The towing company must notify the City immediately of any changes in insurance, employees, CDL status, or equipment. The towing company must provide written verification of any such change within five (5) business days.
3. The Chief of Police or the Chief of Police's designee is authorized to order inspection of the property, facilities, equipment, insurance records, and personnel

records of any towing company on the rotation list, at any time, to ensure compliance with the provisions of this policy.

4. A towing company may be suspended or removed from the rotation list for failure to meet any provision of this policy. Appeals from suspension or removal from the rotation list shall be filed within ten (10) days directly with the City Manager or the City Manager's designee who shall hold a hearing and render a decision within twenty (20) days. The decision of the City Manager may be appealed to City Commission by filing a notice of appeal with the City Clerk within five (5) business days of receipt of the City Manager's Decision.
5. Any towing company that undergoes a change in ownership due to sale, merger, or transfer of ownership must reapply for a spot on the rotation list under the new company owner and company name.

G. DEFINITIONS

1. "Towing Company" means a person, company or corporation that owns, controls or has over a 49% financial interest in one or more emergency towing services.
 - a. If a person, company or corporation constituting a towing company owns or controls, directly or indirectly, 50% or more of another towing company, then only one towing company may be included in the rotation list.
 - b. A towing company shall operate from a single location in the City where all business transactions are conducted. A towing company may maintain a storage yard at a separate location from the business office.
 - c. A towing company shall not be in collusion with any other towing company; and shall own, lease or control all of the equipment required by this policy.
2. "Call" A call from dispatch to a specific location for a single wrecked or abandoned vehicle shall be considered as one call and only one qualified towing company will be called for each vehicle. The law enforcement officer at the scene shall have discretion to request calls for additional companies if more than one vehicle needs to be recovered.

AGENDA ITEM SUMMARY

MEETING DATE: August 17, 2016

ITEM NUMBER: 11

SUBJECT: Report from the City Manager on City Activities

RECOMMENDATION: This is a verbal report that announces upcoming events, recognizes employees for outstanding contributions and provides the public with information that may be of general interest.

BACKGROUND SUMMARY: This is an opportunity 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 August 24th Study Session

- Review Request for Change of Downtown Parking Ordinance from 700-800 Block of Merchant.
- Discuss Possible Fundraisers at Soden's Grove.

Joint Luncheon w/Accessibility Advisory Board

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____

GEITZ _____ GIEFER _____ GILLIGAN _____ HARMON _____ MLYNAR _____

AGENDA ITEM SUMMARY

MEETING DATE: August 17, 2016

ITEM NUMBER: 12

SUBJECT: City Commission Request Executive Session

RECOMMENDATION: Adjourn for Executive Session

BACKGROUND SUMMARY:

Executive Session for consultation with the City Attorney.

ACTION RECORD

Action: _____

Motion: _____ Second: _____

Abstained: _____ Vote: _____

GEITZ _____ GIEFER _____ GILLIGAN _____ HARMON _____ MLYNAR _____